Educator's Guide to Teaching in the Asia Pacific Region

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Preface

The *Educator's Guide to Teaching in the Asia Pacific Region* is a Ministry of Advanced Education, Training and Technology-sponsored publication designed to meet the needs of the growing number of educators who are interested in pursuing employment opportunities in the Pacific Rim. Recognizing the growing importance of the Pacific Rim region and the need for information on Asian culture and education systems, the Ministry has endeavoured to produce a guide that will be a helpful resource, in itself, as well as a foundation for further research.

Acquiring the detailed statistical and practical information presented difficulties and challenges. The countries in the east central and southeast part of the Asia Pacific region are experiencing varied rates of development, and Canada's relationship with each of these countries is quite unique. As a result, varying amounts of information are available for individual countries. Standardizing this information for the group of countries profiled in this guide proved a formidable task.

The Ministry of Advanced Education, Training and Technology was, therefore, pleased to receive valuable assistance from the following sources: the Canadian International Development Agency (CIDA) generously provided Briefing Centre reports produced for in-house use. In addition, the Department of External Affairs and International Trade Canada contributed material germane to the country profiles.

The Ministry would also like to thank GT Publishing Services Ltd. for writing, editing, and preparing this publication.

This publication is intended for informational use only. Statistics have been taken from many sources and may be subject to revision. The Ministry, therefore, welcomes any information or suggestions that would update or complement the information in this guide.

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Introduction

During the 1980s, economic growth and the increasing political influence of the Pacific Rim caused a major shift in the world political and economic climate. Many countries, including Canada, expanded their international trade and cultural ties with the region. For Canada, improved ties and communication have resulted in the development of educational opportunities that allow Canadians and Asians to live and work side by side, both here in Canada, and abroad.

Today, many British Columbians take on the challenge of teaching overseas, and a significant number choose to work in the Asia Pacific region. Many work under the sponsorship of national and international agencies. Depending on the needs of individual countries, educators teach a range of subject areas, at a variety of educational levels; many, however, find themselves in great demand as teachers of English as a Foreign Language (EFL).

This guide addresses the many challenging aspects of living and working overseas. For those who have never lived abroad and who may lack the experience and background needed, the section entitled "Making the Decision to Work Overseas" raises questions for consideration.

For those who wish to explore the spectrum of teaching opportunities available in the Asia Pacific region before moving abroad, the "Employment Opportunities" section offers both print and organizational references that can be used as a starting point for further research.

"Moving and Living Abroad" contains practical information regarding preparations for moving. In addition, the section lists some of the common characteristics of tropical countries that should be kept in mind before, as well as after, relocation.

Finally, the "Country Profiles" section provides a close-up look at some of the unique characteristics of 12 Pacific Rim countries: the Philippines, Thailand, Singapore, Malaysia, Indonesia, Japan, China, India, Hong Kong, Brunei Darussalam, Taiwan, and South Korea. Each country profile contains general statistics and practical information that highlight the salient features of life in that particular country. In addition, a brief description of the education system and suggestions for employment contacts within the country (where available) are provided.

Making the Decision to Work Overseas

For many people, living and working in the Pacific Rim conjures up thoughts of exotic locales, tropical climates, interesting people, excitement and adventure, and a very different lifestyle. Certainly, countries in the Asia Pacific region offer a vibrant change from life in Canada.

Apart from such attractions, though, many people are motivated to work overseas by a desire to "make a difference," to develop meaningful contact with, and a deeper understanding of, other cultures, to forge new friendships, and to share and receive new ideas.

Educational and cultural opportunities abound in the Pacific Rim, due in part to Canada's growing ties with the region. If you choose to live and work in an Asian Pacific country, as opposed to visiting, you will have the chance to get to know the local people, become immersed in their culture, speak their language, learn their ways, and, as a result, see the world from another perspective.

You may be just starting a teaching career, and overseas teaching offers you an excellent opportunity for employment. You may want to take time out from your present job to do something different. Or, you may have no experience whatsoever and are looking to build a reputation, gain experience, and make a contribution to the people of a developing country. Whatever your reasons, a teaching position in the Pacific Rim is not just an opportunity; it is a serious undertaking that requires commitment. Because your expectations regarding work and living conditions may differ from reality, much consideration and preparation are needed before heading off to a particular country – more than for the ordinary traveller or tourist.

Making a Plan

Formulating a plan of action is a good first step. To start, consider how teaching in the Pacific Rim will fit with your career and life goals. By answering the following questions, you will move closer to making the decision to work overseas.

- What are your career goals and expectations?
- What are your interests and abilities?
- In what areas are you likely to be successful (e.g., teaching English as a Foreign Language)?
- What would be an appropriate project, given your experience?
- Have you considered working for CUSO to obtain experience?
- If you have found employment before moving, do you know what is expected of you?
- What kind of salary will be sufficient for your needs?

Living Away from Home

Aside from work, are you well suited to living overseas? For example, ask yourself:

- Will it be easy to live far away from home, family, and friends? (If I am taking my family, how will they be affected by the move?)
- How well do I adapt to new environments?
- Do I cope well with solitude?
- Will it bother me to not be able to communicate effectively and easily in a new language?
- Can I cope with the stresses of living in a foreign country?
- Will it bother me to work within a different political system?

Cultural Variations

Living in many Pacific Rim countries means doing without accustomed comforts. We probably take for granted the cleanliness and less-crowded existence of North American life. Part of making a commitment to live in a Pacific Rim country is to accept certain common characteristics of the countries in the region. You can expect the following to become part of your daily existence:

- crowds, especially in major cities
- tropical heat
- insects: ants, flies, cockroaches, and other pests can be a problem even in extremely clean houses. They are an even worse problem in some restaurants.
- stomach disorders
- risk of disease: in some areas, hepatitis and malaria are common
- diet restrictions: raw vegetables and fruits must frequently be boiled, and locally produced food is sometimes unsafe
- health precautions: e.g., boiling water
- sanitary practices that are below North American standards.

In addition to regional and cultural differences, there are many pitfalls that can beset foreigners such as illness, culture shock, boredom, disillusionment, mental stress, loneliness, frustration, and money problems. If all of this hasn't dissuaded you, read on!

Rewards

It is impossible to accurately predict what a person's overseas experience will be like. Success depends on each individual's wants, needs, and attitudes, the type of work undertaken, and many other factors.

Despite difficulties and uncertainties, however, many Canadians have taken on the challenge of teaching overseas and have reaped the rewards. The most successful are those with a sense of humour, motivation, self-reliance, sensitivity, stamina, and tolerance, and those whose patience, flexibility, and open-mindedness has led to enriching experiences.

As a result of overseas work, you may experience personal growth and maturity, and find that the cultural sensitivity and diplomacy that you have acquired is invaluable to prospective employers upon your return.

How to Prepare

If you have considered all of the positive and negative aspects of overseas work and decided that the overseas teaching experience is for you, you will want to focus your attention on choosing a specific region or country and considering where your talents will be best suited. This is an important part of your preparations because different cities and countries will suit different people. Also, the type of position you are seeking may limit your choice. The "Country Profiles" section of this manual provides statistical and practical information on 12 Pacific Rim countries. In addition, you will probably want to conduct your own research; the "Employment Opportunities" section of this manual contains many references that can be used as a starting point.

Remember, it is important to know as much as possible about the country you choose (e.g., language, culture, history, religion, philosophy, conventions, class structure, role of women, etc.), and to know what is expected of you on the job. The better prepared you are, the less surprise and disappointment you are likely to experience on arrival, and the better equipped you will be for the personal and professional challenges that lie ahead.

Employment Opportunities

The search for overseas employment is a challenging undertaking that requires dedication and perseverance. Application and acceptance procedures are often drawn out due to the cautious hiring practices of overseas employers. You will likely need to consult a variety of sources and contacts in your effort to find employment that is suited to your needs and qualifications.

Availability of employment in the Asia Pacific region depends on many factors. Pacific Rim countries are developing at different rates, and each country's educational system is similarly varied. Therefore, different countries will need teachers of different subjects and educational levels. Furthermore, organizations and schools that recruit teachers have diverse qualification requirements. You may find that the teaching needs of a particular country become part of your consideration in choosing a destination.

Just as critical, however, are your own needs and expectations. A positive approach to finding employment is to be prepared; by having a clear idea of what you want to do and focussing your research efforts on employment prospects that suit your qualifications and lifestyle, you will be in a better position to create opportunities for yourself and to impress prospective employers. For example, if you have little or no teaching experience, you may want to begin by taking a course on teaching English as a Second Language.

The following organizations and publications can be used as a basis for further research. In addition to these resources, you may want to take advantage of your own personal and professional contacts, as well as address personal requests to specific foreign countries (see "Finding Employment On Your Own" in the appropriate country profile section).

Organizations

The following list, while not exhaustive, contains the names of organizations that are the most likely to either employ educators in the Asia Pacific region or to provide useful information for educators interested in working in this area. Note: the positions available through these organizations are geared more toward professional educators. Those who have little or no teaching experience may find it useful to refer to "Publications" within this section for more general employment-related information.

- **Association of Canadian Community Colleges (ACCC)**
  International Bureau
  110 Eglinton Avenue West
  2nd Floor
  Toronto, Ontario M4R 1A3

  The Association places college level teachers and administrators in various countries for positions requiring teaching, consulting, managerial, and technical skills. Participants are usually recruited from, and by, member colleges. ACCC projects include the China Enterprise Management Training Centre in Chengdu, China and the Teacher Training and Curriculum Development project for Singapore Polytechnic in Singapore.

  The ACCC pays travel and living expenses as well as a salary. Terms of employment range from a few weeks to four years.

  Teachers at B.C. community colleges may also contact their representative in the International Education and Training Group. Following are the names and addresses of institutions.

- **B.C. Institute of Technology**
  3700 Willingdon Ave.
  Burnaby V5G 3H2
  International Education
  Coordinator
  432-8622

- **Camosun College**
  3100 Foul Bay Rd.
  Victoria V8P 4X8
  Director, Liberal Arts and
  Access Programs
  or:
  Administrative Assistant
  Community Education
  Services Division
  370-3159

- **Capilano College**
  2055 Purcell Way
  North Vancouver V7J 3H5
  Dean/Associate Dean
  of Students and
  Instructional
  Services Division
  984-4975

- **Cariboo College**
  900 College Drive
  P.O. Box 3010
  Kamloops V2C 5N3
  Coordinator, International
  Programs
  828-5162

- **Douglas College**
  700 Royal Avenue
  P.O. Box 2503
  New Westminster V3L 5B2
  Dean of Academic Studies
  520-5400
  or:
  Manager, Centre for
  International Education
  520-5400 (ext. 4236)

- **East Kootenay**
  Community College
  2700 College Way
  P.O. Box 8500
  Cranbrook V1C 5L7
  Dean of Student Services
  489-2751

- **Emily Carr College**
  of Art and Design
  1399 Johnston St.
  Granville Island
  Vancouver V6H 3R9
  President
  687-2345

- **Fraser Valley College**
  33844 King Rd, R.R.#2
  Abbotsford V2S 4N2
  Associate Director,
  Contract Services
  853-7441

- **Kwantlen College**
  Richmond Campus
  4840 Cedarbridge Way
  Richmond V6X 2A7
  Director, Community and
  Continuing Education
  273-5461 ext. 21

- **Malaspina College**
  900-5th St.
  Nanaimo V9R 5S5
  Acting Vice-President,
  Development and
  Instructional Services
  755-8712

- **College of New Caledonia**
  3330-22nd Ave.
  Prince George V2N 1P8
  Acting Vice-President,
  Academic (Programs)
  562-2131

- **North Island College**
  156 Manor Drive
  Comox V9N 6P7
  Director of Academic
  Programs
  339-8928

- **Northern Lights College**
  11401-8th St.
  Dawson Creek V1G 4G2
  Dean of Instruction
  782-5251

- **Northern Lights College – Fort St. John Campus**
  P.O. Box 1000
  9820-120th Ave.
  Fort St. John V1J 6K1
  Chairman, International Education
  785-6981 (ext. 19)

- **Northwest Community College**
  P.O. Box 726
  Terrace V8G 4C2
  Director, Adult Basic Education
  635-6511

- **Okanagan College**
  1000 KLO Road
  Kelowna V1Y 4X8
  Coordinator, International and Distance Education
  762-5445

- **Open Learning Agency**
  7671 Alderbridge Way
  Richmond V6X 1Z9
  Chief Executive Officer
  660-2224

- **Knowledge Network (KNOW)**
  300-475 W. Georgia St.
  Vancouver V6B 4M9
  660-2072 or 660-2000

- **Pacific Marine Training Institute**
  265 W. Esplanade St.
  North Vancouver V7M 1A5
  President
  985-0622

- **Selkirk College**
  301 Frank Binder Way
  P.O. Box 1200
  Castlegar V1N 3J1
  Director, Extension and International Education
  365-7292

- **Vancouver Community College (VCC)**
  Central Administration
  1155 E. Broadway
  Box 24700, Station C
  Vancouver V5T 4N4
  Bursar
  875-8261
  or:
  Associate Director, International Education
  875-1131

- **VCC - Canada Place**
  #404-999 Canada Place
  Vancouver V6C 3E2
  Director, International and Contract Services
  641-1219

- **VCC - King Edward Campus**
  1155 E. Broadway
  Box 24785, Station C
  Vancouver V5T 4N5
  Director, Continuing Education
  875-8200 ext. 764

- **VCC - Langara Campus**
  100 West 49th Avenue
  Vancouver V5Y 2Z6
  Program Director, International Education
  324-5511

For further information, contact:

B.C. Association of Colleges
#113-744 W. Hastings St.
Vancouver V6C 1A5
Executive Director
688-3571

- **Association of Universities and Colleges of Canada – International Division**
  151 Slater St.
  Ottawa, Ontario K1P 5N1

  The AUCC does not place teachers; however, they do receive requests for assistance in locating faculty from institutions in developing countries. The AUCC is at the centre of an extensive network of domestic and foreign educational institutions as well as federal and provincial agencies. Therefore, it is sometimes useful to send your resume or curriculum vitae to the International Division.

  For the most part, however, university teachers wishing to apply for positions abroad should contact their university's international liaison officer. Following are the contact personnel and addresses of the three universities in British Columbia:

  - **Simon Fraser University**
    Burnaby V5A 1S6
    Director, Office of International Cooperation
    291-4641

  - **The University of British Columbia**
    6328 Memorial Road
    Vancouver V6T 2B3
    Director, International Liaison Office
    228-2121

  - **University of Victoria**
    P.O. Box 1700
    (Sedgewick Building, #115)
    Victoria V8W 2Y2
    Associate Vice-President, Research
    721-7973

- **British Columbia Teachers' Federation (BCTF)**

  In conjunction with the Canadian Teachers' Federation and its other provincial affiliates, the BCTF is a participant in "Project Overseas," in which Canadian educators are sent to developing countries to conduct in-service education courses for their colleagues in those countries. Projects take place any time during the year, but the major focus is in the months of July and August. No salary is offered, but all travel and ordinary living expenses are paid by the Canadian Teachers' Federation. It is not possible for family members to accompany the participant. Positions are open to any members of the BCTF who have had a minimum of five years teaching experience in Canada, and are Canadian citizens.

  Applications are available from the BCTF and must be received in the BCTF office no later than November 15th for positions during the following summer, fall, and winter. Further information may be obtained by writing:

  Co-ordinator, International Program, Government Division
  2235 Burrard St.
  Vancouver V6J 3H9
  731-8121 or 1-800-663-9163

  The BCTF also suggests writing two organizations based in the United States for further information on teaching positions abroad.

- **International Schools Services, Inc. (ISS)**
  P.O. Box 5910
  Princeton, New Jersey 08540

  This non-profit educational organization published the *ISS Directory of Overseas Schools* and runs recruitment sessions.

- **National Teacher Placement Bureaus of America**
  3428 Memphis Avenue
  Cleveland, Ohio 44109

  This organization supplies information on approximately 400 independent schools in different parts of the world that use English as the language of instruction.

- **Canada/China Language and Cultural Program**

  A program coordinated by St. Mary's University, on behalf of the Canadian International Development Agency (see below). Experienced teachers of English as a Foreign Language were recruited in early 1989, granted accommodation in China, a substantial benefit package, a "competitive salary," and overseas allowance. Among the qualifications required were Canadian citizenship or landed immigrant status, an M.A. or M.Ed. in EFL/ESL or Applied Linguistics (or "significant related training"), a minimum of five years EFL/ESL teaching experience, and EFL teaching experience in a developing country.

  Recent events in China have put the future of this program in doubt. For information, write:

  Canada/China Language and Cultural Program
  Saint Mary's University
  Halifax, N.S. B3H 3C3

- **Canadian International Development Agency (CIDA)**

  CIDA is an agency of the Canadian government that, from time to time, recruits educators for periods of service in developing countries. For further information, write:

  Canadian International Development Agency
  Human Resources Branch
  200 Promenade du Portage
  Hull, Quebec K1A 0G4

  In addition, see "Publications" further on in this section for some useful CIDA print resources.

- **Coady International Institute**

  The Institute occasionally hires skilled technical and adult education consultants to assist with development projects overseas. High levels of education and experience are required, since Canadians are only hired if no suitable nationals are available. For information, write:

Coady International Institute
St. Francis Xavier University
Antigonish, Nova Scotia B2G 1C0
(902) 867-3960

- **Canadian University Services Overseas (CUSO)**

CUSO is an independent international development agency working in the areas of health, technical and business skills, agriculture, and education. CUSO sometimes requires educators trained and experienced in English as a Foreign Language, secondary math, science, English, and primary education development. Recruits receive a local salary to pay for living expenses, plus a substantial CUSO benefits package.

For further information, write or phone:

Canadian University Service Overseas
2524 Cypress St.
Vancouver V6J 3N2
(604) 732-1814

- **World University Service of Canada (WUSC)**

WUSC is the Canadian branch of World University Service. It is a non-governmental organization involved in international development, chiefly in the areas of education, health, and agriculture. Most needed in the field of education are administrators, counsellors, media specialists, teacher trainers, and classroom teachers at all levels.

WUSC operates in 25 countries. Most of these countries are in Africa; however, WUSC is also involved in Asia, in Malaysia and China in particular. WUSC recruits usually serve for a period of two years. Preference is given to candidates without families. Air fare is provided, as well as certain benefits such as baggage and relocation allowances and insurance coverage. Salaries approximate local terms and conditions, and are almost never equivalent to a Canadian salary. Housing is usually provided rent-free or at a low monthly fee.

Publications

The following reference books and periodicals provide general information for anyone interested in teaching in the Asia Pacific region. Most of these publications offer suggestions for further research and contacts.

General

- Canadian International Development Agency. *The Business of Development*. Hull, Quebec: Canadian International Development Agency, Winter 1988-89. (See "Organizations" at the beginning of this section.)

  This book contains a list of "executing agencies" that carry out various CIDA programs in countries throughout the world. It is worthwhile to look up, in the section entitled "Education and Institutional Support," those agencies that are at work in Asian Pacific countries. Many of these agencies are located in B.C., and some employ teachers.

- Cumyn, Alan. *What In The World Is Going On?: A guide for Canadians wishing to work, volunteer or study in other countries.* Ottawa: Canadian Bureau for International Education, 1988.

  This book is one of the most important sources for any educator looking for a position overseas. Besides offering general guidelines for employment searches, preparing oneself to move abroad, and adapting oneself to foreign cultures, this handbook has a bibliography of other helpful works. Most importantly, it provides a directory of organizations and programs in various parts of the world offering employment to Canadians wishing to work abroad. For each entry in the directory, this guide includes a brief description of the program or institution, where it operates, conditions of eligibility for applicants, employment conditions, and other useful information. To obtain a copy, write:

Canadian Bureau for International Education
85 Albert Street
Suite 1400
Ottawa, Ontario
K1P 6A4

- The London *Times*. Larger libraries should have copies of this newspaper, which publishes an educational supplement containing extensive advertising for international teaching positions.

For post-secondary teachers, three reference works found in any university library are of particular help in obtaining the addresses of universities abroad. They include:

- *International Research Centers Directory*. Detroit: Gale Research Company, 1988-89.

- *World List of Universities*. Paris: International Association of Universities, 1988.

- *World of Learning*. London: Europa Publications Limited, 1989.

Teaching English as a Foreign Language

Many educators from British Columbia who are posted abroad will be teachers of English as a Foreign Language. Training courses in EFL are run by the three B.C. universities and by the Vancouver Community College at the King Edward campus. For information, consult the departments of language education in the Faculty of Education at each of the three universities.

For those contemplating teaching English in China or Japan, there are two excellent briefs prepared particularly for EFL teachers:

- Barlas, Robert. *The T.E.S.L. Canada China Handbook*. Toronto: T.E.S.L. Canada, 1985.

  To obtain this book, contact the Pacific Region Orientation Centre of the English Language Institute at the UBC Centre for Continuing Education.

- McMichael, William A. and David C. Smith. *An E.L.T. Guide to Japan.* The Association of B.C. Teachers of English as an Additional Language, 1985.

  This book may be obtained from the publisher or from:

  English Language Institute
  The University of British Columbia
  5997 Iona Drive
  Vancouver V6T 2A4

Two American organizations are good sources of information about teaching English abroad:

- **Teachers of English to Speakers of Other Languages (TESOL)**
  202 EC Transit Building
  Georgetown University
  Washington, D.C. 20057

  This organization is the largest of its kind in the United States, and can provide information on newsletters and conferences.

- **English Education Services International (EESI)**
  139 Massachusetts Avenue
  Boston, Massachusetts 20115

  This is a non-profit clearing house of employment information for instructors of English. It publishes a newsletter every other month.

Moving and Living Abroad

General Preparations

Once you have made the commitment to live and work in the Asia Pacific region and have accepted an offer of employment (or have a concrete plan for finding employment upon arrival at your chosen destination), you will want to prepare for your move. Following are some general reminders of the basic preparations necessary for virtually anyone planning to move to an Asian Pacific country to live and work.

Documents

It is critical that passport and visa are in order before your departure. The process of obtaining these documents may be long and frustrating, so start months ahead of your departure. To begin, contact the embassy or high commission of your host country in Ottawa, or its consulate in Vancouver. Following are the addresses of those countries profiled in this manual that have consulates in Vancouver:

Japan
1177 W. Hastings St.
Suite 900
Vancouver V6E 2K9
684-5868

Republic of India
325 Howe St.
1st Floor
Vancouver V6C 1Z7
662-8811

Republic of Korea
1066 W. Hastings St.
Suite 830
Vancouver V6E 3X1
681-9581

People's Republic of China
3338 Granville St.
Vancouver V6H 3K3
736-3910

Malaysia
2800 Park Place
666 Burrard St.
Vancouver V6C 2Z7
687-9444

Kingdom of Thailand
736 Granville St.
Suite 106
Vancouver V6Z 1G3
687-1143

Republic of the Philippines
301-308 470 Granville St.
Vancouver V6C 1V5
685-7645

Republic of Indonesia
1455 W. Georgia
Vancouver
685-7645

Diplomatic headquarters for Singapore and Brunei Darussalam in North America are:

High Commission for the Republic of Singapore
Two United Nations Plaza
25th Floor
New York, N.Y. 10017

High Commission for Brunei Darussalam
866 United Nations Plaza
Suite 248
New York, N.Y. 10017

Hong Kong diplomatic affairs are conducted in Vancouver by:

British Consulate General
800-1111 Melville St.
Vancouver
683-4421

Taiwan diplomatic affairs are performed by:

Coordination Council for North American Affairs
Office In Seattle
24th Floor
Westin Building
2001 Sixth Avenue
Seattle Washington 98121
(206) 441-4586

Other documents you should bring with you to your host country include:

- a valid Canadian driver's licence.

- certified copies of birth or baptismal certificates (to replace lost, stolen, or expired passports).

- small photos of each member of your family. Check with the consulate of your host country for the exact size and number of photographs that you will need for identity cards, work permits, local driver's licences, etc. (For example, in China, photographs must be approximately 1" x 1" – not passport size.)

- appropriate medical and dental records.

- documents pertaining to any pets being imported.

- International Certificates of Immunization (or Vaccination). Do not leave this to the last moment. Find out from your family doctor, Health and Welfare Canada medical officers, and the embassy or consulate of your host country the appropriate vaccinations or other measures for prevention of disease that you should undergo before departing for that country. Detailed information on appropriate health precautions for your host country can also be obtained from the World Health Organization.

- letter from the head office of your insurance company stating the number of years you have driven without claims (if you plan to drive in your host country).

- letters of introduction from your local bank manager, from your host institution, and from the Canadian Embassy in your host country.

- personal resumes.

Packing and Shipping

- Avoid shipping items of great monetary, sentimental, or professional value.

- You should carry with you to your host country an inventory of goods being shipped there, with approximate value and

replacement value of each item or groups of items listed. This inventory, along with other important documents, should be carried by hand.

- Make sure before you leave that you have all the documents required for clearing the shipment of your effects through the customs of your host country. Check with the embassy, high commission, or consulate of your host country concerning all relevant customs regulations, duties, taxes, port fees, etc.
- Make sure you have sufficient clothing and personal supplies in your accompanying luggage, in case the shipment of your effects is delayed.
- Pre-pay all shipping charges.
- Arrange adequate insurance for goods being shipped, and include the insurance forms in your hand luggage.
- Use common sense when bringing goods into your host country; firearms, prohibited drugs, and pornography (including *Playboy* magazine) are among the items you had better leave behind you.

Banking

- Check exchange rates of the currency of your host country with your bank.
- Check the amount of foreign currency that may be brought into your host country – and the amount of local currency that may be re-exported – with its local embassy or consulate.
- Before leaving Canada, arrange for automatic payment of your credit card bills through your Canadian bank. This service will eliminate interest charges caused by postal delays of bills or payments.
- Keep in mind that in many Pacific Rim countries use of credit cards means that your bill is converted first to U.S. dollars and then to Canadian dollars, with a cost to you at each conversion.

Miscellaneous

- Register at the consular office of the Canadian embassy in your host country as soon as possible on arrival, in case of emergencies.
- You and every member of your family should have a thorough medical examination before leaving Canada. Any medical problems should be investigated and treated before departure. Information such as each individual's blood type, and the details of any special medical care required, including prescriptions, should be carefully recorded and placed in a safe, but readily accessible place for future reference.
- Dental care should be complete and up-to-date. Dentures and bridges should be checked carefully. Complete health insurance coverage should be arranged for the duration of your stay overseas.
- It is a good idea to bring two pairs of prescription glasses or contact lenses with you to your host country.
- If you're thinking of buying clothes in your host country, remember that Asian nations often do not have large sizes. Keep in mind, too, that children's shoes can wear out very quickly, especially in tropical climates.

Living in the Asia Pacific Region

Tropical Climates

Many Asian Pacific countries have tropical climates, which, with their high humidity and seasonal monsoons, are ideal breeding grounds for infectious diseases such as cholera, typhoid, malaria, dysentery, and parasitic infections. Following are some general precautions and suggestions for acclimatizing yourself and your family:

- Increase your exposure to the sun gradually; use sunglasses, hats, sun screen, etc.

- Limit your intake of rich, fatty foods and alcohol during the three to five months it takes you to acclimatize yourself.
- Rest frequently, and do not over-exert yourself; the heat and high humidity, combined with the stress of adapting to a strange culture, sap one's energy and temporarily reduce the capacity for hard physical and mental work.
- Avoid dehydration, especially during bouts of diarrhoea, which, along with other mild stomach disorders, is common.
- Bring a supply of vitamin pills to help you to adjust to an unfamiliar diet and a new environment. Multi-vitamins with iron are recommended for adults, and multi-vitamins with calcium are recommended for children.
- Small cuts and bites can rapidly turn into nasty skin infections or ulcers. Cover bites and cuts immediately with bandages, and apply antibiotic ointment.
- To avoid hookworm, do not walk barefoot.
- Store perishable food in a freezer or refrigerator, and do not allow dirty dishes to stand in the sink. Ants, flies, cockroaches, and other pests may be a problem even in scrupulously clean houses. (They may come in through drains, for example.)

Domestics

Heat, large houses, and, in many cases, increased at-home entertainment as a feature of expatriate life, make the employment of domestics a common practice among Canadians in many Asian Pacific countries. Their employment also helps the local economy.

Employing domestics means that you must exercise care in giving instructions. Do not be afraid to spell out their duties and to demonstrate the proper use of any equipment they may have to use. Tact, of course, is a necessity in supervising or criticising their work and, if it comes to that, of dismissing them from your employ.

Useful Resources

Following are some useful print and organizational references for finding information on your host country, including country characteristics, protocol and etiquette, and packing and shipping tips.

- Association of Canadian Community Colleges. *Cooperants Terms and Conditions Manual.* Adapted from CIDA's *Handbook for Cooperants* issued April 1, 1988. Toronto: Association of Canadian Community Colleges, 1989. (See "Organizations" in the Employment Opportunities section.)

  This guide is intended for those working overseas in the employ of the Association of Canadian Community Colleges, but is useful for anyone teaching overseas. The guide covers such areas as medical requirements, passports and visas, banking and currency, income tax, household and personal effects insurance, and packing and storage.

- Canadian International Development Agency. *Country Report.* Hull, Quebec: Canadian International Development Agency Briefing Centre.

  Country Reports are available for the following Pacific Rim countries profiled in this manual: the Philippines, Malaysia, Thailand, China, Indonesia, and Singapore.) To obtain these reports, write:

  Publications Officer
  Briefing Centre (CPC)
  Canadian International Development Agency
  8th Floor
  200 Promenade du Portage
  Hull, Quebec K1A 0G4

- Maidstone, Peter and Deborah Taylor. *Guide To Sources On Asia and The Pacific,* Camosun College, 1989. (Published with the assistance of the Association of Canadian Community Colleges and the Asia Pacific Foundation of Canada.)

This guide contains an exhaustive list of periodicals, books, organizations, films, and videos offering background information on the nations of the Pacific Rim.

- The Parker Pen Company, comp. *Do's and Taboos Around the World*. Benjamin: Elmsford, New York, 1985.

  This book lists countries individually and includes, under each entry, information relating to general protocol (e.g., in Hong Kong, people are reserved and formal in almost all situations), and to customs and attitudes relating to punctuality, hospitality, gift giving, names, greetings, and conversation. With regard to the last subject, the book lists "good" topics and "bad" topics of conversation in various countries (e.g., World War II is a very bad topic in Japan). The book is available in most libraries.

  The B.C. Ministry of Education has also issued a pamphlet entitled "Some Do's and Don'ts for B.C. students and teachers visiting Pacific Rim countries," incorporating much of the material from this book.

Note: See also *What In The World Is Going On?: A guide for Canadians wishing to work, volunteer or study in other countries*, described in the "Publications" segment of the Employment Opportunities section of this guide.

The Canadian Cultural Exchange Society is an organization that provides literature on customs and conditions in certain Pacific Rim countries. It can also put you in contact with teachers who have taught previously in China, Japan, and Singapore.

For further information, contact:

Staff Secretary
Canadian Cultural Exchange Society
302 Durham St.
New Westminster, B.C. V3L 1X3
526-3111

Country Profiles

Philippines
Thailand
Singapore
Malaysia
Indonesia
Hong Kong
Japan
China
India
South Korea
Brunei Darussalam
Taiwan

Philippines

At a Glance

Climate and Topography
The Republic of the Philippines consists of 7107 islands with mountainous interiors, fertile coastal and central valleys, and plains. The climate is hot and humid (average annual temperatures vary between 26° and 28° C), with abundant rainfall. The northern half of the country has pleasant, almost cool weather from November to February.

Population
57.4 million (1987)

Languages
Filipino (Tagalog), English, regional dialects, Spanish (increasingly rare)

Ethnic Groups
ethnic Filipino, largely of Malay origin

Religions
Roman Catholic (85 per cent), Protestant, Muslim

Economy
Over 50 per cent of the workforce is employed in agriculture, fishing, and forestry. Principal crops include rice, maize, sweet potatoes, coconut, sugar cane, and tapioca. The second most important sector of the economy is manufacturing, which employs 16 per cent of the workforce. Food and beverages make up the largest share of manufacturing (around 40 per cent), followed by textiles (12 per cent), and chemicals (9 per cent). GNP per capita is approximately $660 (U.S.).

Adult Literacy
88 per cent

Life Expectancy at Birth
63 years

Average Population Density
178 persons per square kilometre

Health Information
Malnutrition is the major health problem. Others include pneumonia, tuberculosis, and malaria (particularly on the islands of Luzon and Mindanao). Only 43 per cent of the population have access to safe water.

Politics
Since 1987, The Republic of the Philippines has been governed by a constitution featuring a democratically elected House of Representatives and Senate, an executive President, and a judicial system appointed by the President. The current President, Corazon Aquino, has survived several recent coup attempts by dissident Army factions.

Practical Suggestions

Travel Requirements
A pre-arranged employment visa can be issued only after your employer in the Philippines has filed a petition with the Philippine Commissioner of Immigration. If the Commissioner approves the petition, it is then sent for approval to the Philippine Ministry of Foreign Affairs, which in turn transmits its authorization to the Philippine Embassy in Ottawa. Visa applicants are required to pay a fee of $405.

Canadian residents should apply through the Canadian Embassy for an ID card from the Philippines' Foreign Affairs Ministry. For ease of travel, residents should also obtain a multiple-entry visa.

Packing and Shipping
See "Moving and Living Abroad" in the General Preparations section of this guide for some basic guidelines. It is a good idea to choose a Canadian company that has international experience and

a correspondent agent in Manila. Information you should obtain from a mover includes an airway bill number, routing information, the estimated date of arrival for your shipment, and the name of the correspondent agent.

Banking

The unit of currency is the peso, which is made up of 100 centavos. Foreign currency can be readily exchanged for pesos at the Central Bank, at any commercial bank, or at large hotels. Foreign currency is not so readily available for pesos, and there is a considerable black market for foreign currency. Exchanges on this black market are, of course, strictly forbidden by Philippine law. Pesos can be easily exchanged for foreign currency at the airport, provided you can produce bank receipts to prove that the pesos were originally acquired in exchange for foreign currency.

A personal chequing account in pesos at a local bank is practical, since most businesses accept personal cheques. (Whether or not you should accept a personal cheque is another question.) A bank account in U.S. dollars is also practical, since these dollars may come in handy in emergencies, or for the purchase of goods at the duty-free store in Manila, where pesos are not accepted. Banks in Manila that have correspondent relationships with Canadian banks include the Bank of America, Barclays, China Banking Corporation, First National City Bank of New York, Hong Kong and Shanghai Bank, and the Philippine Commercial and Industrial Bank.

Consult your Canadian bank manager about banking arrangements in the Philippines. Financial transfers between Philippine banks and Canadian banks occasionally go astray and can take weeks to complete. One method of transferring funds is to arrange for your Canadian bank to transfer fixed amounts at regular intervals. In general, you should to keep your Philippine account as low as practicable, but with sufficient reserves for occasions when financial transfers are delayed. Even a certified money order may not be cashed until it has cleared your Canadian bank.

Major credit cards are useful in Manila, but are infrequently accepted in the rest of the country. An adequate supply of pesos should be carried with you when you travel outside the capital.

Housing

If you rent a house or apartment, remember that landlords usually expect to bargain. When checking rates, make sure you find out if utilities are included. Following are other things to keep in mind:

- distance from place of work (Commuting in Manila is unpleasant, time consuming, and expensive.)
- use of telephone (Having a new phone installed can take up to six months.)
- adequacy of plumbing and capacity of water heater
- adequacy of electrical wiring and outlets (Houses are often equipped with both 110 volt and 220 volt outlets – make sure you know which is which.)
- pest control, especially for termites
- adequacy of ventilation, including presence of ceiling fans (Air conditioning, because of high electricity rates, is very expensive.)
- protection against both dry and rainy seasons (Check to see if the house has a water storage tank, and that the lot is well drained. Also, look for signs of water damage on floors, ceilings, and walls.)
- appliances (If they are gas-fuelled, make sure that the hookup for the gas cylinder is located outside the house.)
- security (Windows should be protected with metal bars, for example, and the house should have good outside lighting. Do not rent a house next to a vacant lot.)

Leases should be checked by a local lawyer before signing. Lease terms should be carefully spelled out and should include considerations such as who pays for repairs and the length of notice for termination. A detailed inventory of all furniture and appliances included in the rental should be appended to the lease. If possible, include a clause stating that the contract is void if professional requirements necessitate transfer from your post.

Housing costs are not cheap. (Unless indicated otherwise, figures here are in Canadian dollars). You may expect to pay between U.S. $800 and $1500 a month for an apartment and between U.S. $1000 and $3000 per month for a four-bedroom house. Other costs to consider are: food and household supplies, $400 start-up, plus $600 to $700 a month; utilities, $300 to $600 a month; domestic staff (two maids and a driver) $275 a month.

Items You Should *Not* Ship With You

- furniture (Upholstery is subject to mould and mildew; wood may be attacked by termites.)
- a refrigerator (The better Philippines models have protective devices against electrical brown-outs, which are not uncommon.)

Items You May Wish to Ship With You

- washing machines (Local models are expensive; the alternative is hand-washing, which is common in the Philippines, but rough on clothes.)
- sewing machines (Filipino seamstresses will come to your home if you do not do much sewing yourself.)
- extra bags, brushes, belts, and buffing pads for your vacuum cleaner and floor polisher
- coolers and ice packs
- household tools
- sheets and towels
- underwear, bathing suits.

Domestic Help

For a family of two, one maid who cleans the house, cooks, and does laundry is usually sufficient. Employing domestics calls for careful and informed planning. Terms of employment are regulated by the Philippine labour code. Working days, for example, may not exceed ten hours. Domestics must have one full day off per week and two weeks paid holiday per year. Live-in servants must either be provided with food or given 105 pesos per week for food, in addition to wages.

Employers are responsible for all medical expenses, and should require prospective domestics to undergo thorough medical examinations – including tests for intestinal parasites and tuberculosis.

Employers should keep a careful record of all payments to domestics. A notebook may be useful for such records. Employees should sign their names beside each record of payment for wages or gratuities. Before hiring domestics, employers should carefully check references and hire initially for a trial period of one to three months.

Health Precautions

All water, including that used for brushing teeth, should be boiled. Keep a supply of boiled water in the refrigerator. Outside your home, drink only bottled cold beverages.

Make sure that frozen goods have not been thawed and refrozen. Wash all meat and fish well with purified water and cook it thoroughly, using a meat thermometer whenever possible. Wash eggs carefully with boiled water before breaking the shell.

Shop early in the day when produce is freshest. Raw vegetables should be soaked in a disinfectant solution for 10 to 12 minutes and then rinsed thoroughly with boiled water. Whenever possible, fruits and vegetables should be peeled. Avoid salads in restaurants. Choose restaurants carefully, and stay away from street vendors.

Food brought into houses should be carefully checked for insects, especially the omnipresent cockroach. Dry foods such as flour and sugar should be sifted, then stored in sealed containers, preferably in a freezer.

In mosquito-infested areas, it is vital to use insect repellent and mosquito netting, and to keep arms and legs covered. Dengue fever, a highly unpleasant illness, is often carried by mosquitos. In addition, shoes and sandals should be worn at all times as a defence against hookworm.

Skin irritations and bronchial problems may occur after prolonged exposure to the highly polluted atmosphere of Manila.

Clothing

Air conditioning is common in the Philippines, and light sweaters, suit jackets, etc., are often useful.

Miscellaneous

It is considered unwise to use the Philippine postal system. Experienced Canadians living in the Philippines arrange to have friends or acquaintances mail their letters from other countries. They keep a good supply of Canadian stamps on hand so that people they know who are travelling to Canada can mail their letters inside Canada.

Street crime is a fact of life in Manila, as well as break-ins and burglaries. Instruct all members of your household, including domestics, not to open the gate or main door to visitors without first checking their identification. Meter readers and telephone company employees are required to wear identification tags on their uniforms.

Education System

Education in the Philippines is compulsory from age seven to twelve and is free at public schools.

Academic Year
June to March

Languages of Instruction
Filipino and English

Primary Education
Begins at age seven and lasts six years. Instruction is in both English and Filipino.

Secondary Education
Begins at age 13 and lasts up to four years. The curriculum is varied in the third and fourth years. Secondary education can lead to either college or technical vocational courses. English is the usual language of instruction.

Post-Secondary Education
As of 1986, there were 52 universities and over 1000 colleges in the Philippines.

Finding Employment On Your Own

You can write directly to the following government bureaus for information:

- **Bureau of Elementary Education**
  Palacio del Gobernador
  Aduana, Intramuros, Manila
  Director
  48-22-11

- **Bureau of Secondary Education**
  Arroceros St., Manila
  Director
  47-59-39

- **Bureau of Higher Learning**
  Palacio del Governador
  Intramuros, Manila
  Director
  49-10-56

- **Bureau of Technical and Vocational Education**
  c/o DECS, Palacio del Gobernador
  Intramuros, Manila
  Director
  48-22-11

The following are some private English language schools. You should note that salaries for expatriates at these schools are much higher – in some cases, twice as high – if you are hired while still in Canada. For example, the Brent School in Manila pays teachers 10 000 pesos per month, while those hired locally make only 5000 pesos. Depending on the employee's qualifications, the International School pays about 40 000 pesos per month to those hired from abroad. Language schools usually pay about 100 pesos per hour.

- **Brent School, Manila**
  University of Life campus
  Pasig, Metro Manila
  telephone: 673-7485
  (mailing address: MCC PO Box 8
  Makati, Metro Manila
  Philippines)

  Levels taught: kindergarten to secondary (ages 4 to 18)
  Special programs: ESL, remedial study
  Number of teachers: 46 full time
  Student/teacher ratio: 15:1
  School year: August 27 to June 11

- **International School**
  General Luna Street
  Makati, Metro Manila
  telephone: 88-98-91
  (mailing address: MCC PO Box 323
  Makati, Metro Manila
  Philippines)

  Levels taught: kindergarten to secondary (ages 4 to 18)
  Special programs: ESL
  Number of teachers: 192 full time
  Student/teacher ratio: 18:1
  School year: two terms – August to December and January to June (Holidays are Christmas – December 20 to January 11 and Holy Week – 10 days.)

- **Faith Academy**
  Victoria Valley Subdivision
  Valley Golf Road
  Cainta, Rizal
  telephone: 695-0640
  (mailing address: MCC PO Box 820
  Makati, Metro Manila)

  Levels taught: kindergarten to grade 12 (ages 5 to 18)
  Special programs: ESL
  Number of teachers: 59 full time
  Student/teacher ratio: 10:1
  School year: mid-July to May

The following is a French language private school:

- **Ecole Francaise de Manille**
  15 Hernandez Street
  San Lorenzo Village, Makati
  Metro Manila
  Philippines

  Levels taught: nursery school to first year of secondary (ages 3 to 14)
  Number of teachers: 12 full time
  Student/teacher ratio: 8:1
  School year: September 10 to June 19 (Holidays include one week in November, two weeks at Christmas, one week in February, and two weeks at Easter.)

Thailand

At a Glance

Climate and Topography
Thailand's topography features a mountainous northern region; a central region watered by Thailand's major river, which includes the fertile "rice bowl" of Asia as well as the capital, Bangkok; the northeastern region, a relatively dry sandstone plateau; and the southern region, an isthmus that occupies more than half of the Malay peninsula and is covered by rain forests, rubber and coconut plantations, and scenic coastal mountains. The climate is hot and humid (average temperature is 27° C), with frequent monsoons.

Population
51.7 million

Languages
Thai (with regional variations), local variations of Chinese, Malay, English (spoken by educated Thais, the business and social elite)

Ethnic Groups
85 per cent ethnic Thai, followed by Chinese (8 per cent), Malay (3 per cent), Vietnamese, hill tribes, etc.

Religions
Buddhism (95 per cent), Islam (4 per cent), Christianity (0.6 per cent)

Economy
Seventy-five per cent of the workforce is engaged in agriculture (rice, rubber, tapioca, sugar, maize, forestry, and fishing). Other components of the economy include tin mining and industrial enterprises, which engage about nine per cent of the workforce. Most industry is linked to food processing, but Thailand has fast-growing textile, electrical machinery, apparel, and petroleum product industries.

Adult Literacy
86 per cent

Life Expectancy at Birth
63 years

Average Population Density
100 persons per square kilometre

Health Information
Thailand has relatively good health conditions for a tropical, developing nation; however, health services are still inadequate for the population. Major diseases include diarrhea, enteritis, dysentery, diseases of the stomach and duodenum, tuberculosis, pneumonia, and typhoid fever. Only 22 per cent of the population has access to safe water.

Politics
For many decades, Thailand has basically been ruled by the military, with occasional interludes of constitutional democracy. Currently, Thailand is enjoying one of these interludes. Under the constitution, a Prime Minister responsible to a democratically elected national assembly governs the nation, although the influence of the military and bureaucracy is very strong. The constitutional monarch, His Majesty King Bhumibol Adulyadej, is revered. The country currently enjoys relative stability after a period in the 1960s and 1970s when leftist insurgents threatened to overthrow the government.

Practical Suggestions

Travel Requirements
A "Non-Immigrant" visa for a stay in the country longer than 90 days must be approved by the Immigration Division in Bangkok. Your host institution may apply directly on your behalf to the Immigration Division. Your host institution will have to support your application to the Department of Labour for a work permit, and supply the Department with a proper certificate of qualification, health certificate, criminal record, and employment

contract on your behalf. Further information pertaining to such permits may be obtained by writing:

Alien's Occupation Division
Department of Labour
Ministry of Interior
Thanon Mitrmaitree
Bangkok 10400

Foreign residents employed in Thailand are required to show a tax clearance certificate before being permitted to leave the country.

Banking

Thailand's currency is the baht, which is subdivided into 100 satangs. It is important to keep foreign exchange receipts in order to reconvert bahts into Canadian dollars upon departure from the country.

Your Canadian bank manager should advise you on the best way to transfer funds from your Canadian bank to your bank in Thailand.

Major credit cards are useful in urban and tourist areas. It is possible to obtain local baht credit cards for use in Thailand. For local purchases, these cards offer the advantage of avoiding the double exchange transaction (baht to U.S. to Canadian dollar) of international cards.

Housing

When searching for a house, the following should be kept in mind:

- proximity to place of work (Driving in Bangkok, particularly, is confusing, highly stressful, and time consuming.)
- security (Foreigners are increasingly the target of break-ins in Bangkok.)
- location in areas not prone to flooding
- inclusion of a telephone (It may take two or three years to install a telephone.)

Rents in Bangkok are only slightly cheaper than in Vancouver.

Items You Should *Not* Ship With You

- any electrical appliances, unless they are fully adapted to Thailand's electrical current, which is 220 volt/50-cycles (Canada's electrical current is 110 volt/60-cycles.)

Items You May Wish to Ship With You

It is possible to get almost everything in Bangkok at prices similar to those found in Canada, if you buy locally made goods. Some important items that are not made locally and that you should probably take with you include:

- pillows and bed linen
- towels and face cloths
- china, flatware, and glassware
- cooking and baking utensils
- sewing machine
- tools and basic hardware supplies
- cotton underwear and lingerie
- shoes
- all baby needs, including diapers
- cosmetics, insect repellent, shampoo, and frequently used items from the medicine cabinet.

Domestic Help

Thai and Chinese domestics are the most common; to avoid friction, all domestic staff should be of the same nationality.

Full time employees work six days a week, with the day off determined by the employer. Working hours are approximately 6:00 a.m. to 8:00 p.m., with time off for breakfast, dinner, and a couple of hours of rest during the day. Most domestics live in; apartments and houses are generally equipped with separate quarters for staff. Food for staff is not usually supplied by the employer. A probationary period of three months, followed by a raise in wages, is customary. All employees are given a bonus of a month's pay per annum.

Health Precautions

All water, even that used for brushing teeth, should be boiled before use. Fruits that cannot be peeled and all raw vegetables should be soaked in a disinfectant solution for five to ten minutes, then thoroughly rinsed in boiled (or bottled) water. Fish and meat

should be carefully examined for freshness if bought in local markets, and always cooked thoroughly, using a meat thermometer, if possible. Avoid street vendors, and salads and raw vegetables in restaurants.

Screens, mosquito netting, and insect repellent should be used liberally. Mosquitos can still spread malaria, although Bangkok is considered malaria-free.

Clothing
Thais tend to dress conservatively. Women usually cover their arms and wear long skirts well past the knee. All clothing should have a very high cotton content since synthetic materials tend to be hot and uncomfortable in tropical Thailand.

Miscellaneous
Taxis in Thailand are not metered; you should settle the fare before entering the car.

Street crime is common in Bangkok. Avoid unlighted areas at night.

Education System

In Thailand, education is compulsory for seven years. Private as well as public education is available.

Academic Year
Mid-May to end of March

Languages of Instruction
Thai, English

Primary Education
Begins at age seven and lasts for six years.

Secondary Education
Begins at age 13 and also lasts for six years.

Post-Secondary Education
In 1988, there were 16 universities and technical institutes in Thailand. Most institutions have facilities for post-graduate study.

Finding Employment On Your Own

Secondary school teachers employed in the Thai school system must be fluent in Thai, unless involved in a special program under the aegis of a governmental or non-governmental organization. Information about such programs in Thailand may be obtained by writing:

Ministry of Education
Chandrakasem Palace
Rajadamnoen Nok Road
Bangkok

In addition, there are international private schools in Thailand where the language of instruction is English, including the following:

- **Ruam Rudee International School**
  123/15 Ruamrudee Lane
  Wireless Road
  Bangkok

  Levels taught: grades 1 to 12 (ages 6 to 20)
  Special programs: EFL, Remedial Reading (grades 1 to 8)
  Number of teachers: 58 full time, 17 part time
  Student/teacher ratio: 17:1
  School year: August 15 to May 31

- **Bangkok Patana School**
  56 Soi Navin Chuaploeng Rd
  Chongnonsee, Bangkok
  Thailand 10120

  Levels taught: kindergarten to first year of secondary (ages 4 to 14)

Special programs: ESL, learning problems
Number of teachers: 36 full time
Student/teacher ratio: 17:1
School year: September 1 to August 15 (three terms with two long breaks)

- **International School Bangkok**
  36 Soi Ruamchai
  Sukhumvit, Bangkok

  (No other information available at present.)

The following is a private, French language school:

- **Ecole francaise de Bangkok**
  29 Sathorntai Rd.
  Bangkok, Thailand
  Telephone: 287-1599

  Levels taught: kindergarten to secondary (ages 3 to 18)
  Number of teachers: 15 full time, 8 part time
  Student/teacher ratio: 10:1
  School year: September 10 to June 27

Private language institutes or centres are also open to non-Thai English language teachers. One well-known centre is the AUA Language Centre, 179 Rajadamri Road, Bangkok.

Singapore

At a Glance

Climate and Topography
Singapore consists of one main island (Singapore Island) and some 57 smaller islets close by. These islands are mostly flat. The climate is hot all year round, with an average annual temperature of 26.6° C.

Population
2.6 million

Languages
English, Mandarin and other Chinese dialects, Malay, Tamil

Ethnic Groups
Chinese (77 per cent), Malays (15 per cent), Indians (6 per cent)

Religions
Taoist (34 per cent), Buddhist (31 per cent), Muslim (19 per cent), Christian (12 per cent), Hindu (4 per cent)

Economy
Only one fifth of Singapore's land area is used for farming, and less than one per cent of its population are engaged in agriculture, including fishing. (Singapore's 250 or so orchid farms remain famous, however.) Mainstays of the Singapore economy are the entrepot trade, banking and financial services, and manufacturing (textiles, electronics). In the last two decades, Singapore achieved notoriety as a centre of trade in counterfeit products, mainly in computer software, books, and music cassettes. This trade has been curbed somewhat in recent years. GNP per capital is approximately $8476 (U.S.).

Adult Literacy
86 per cent

Life Expectancy at Birth
72 years

Average Population Density
4160 persons per square kilometre

Health Information
Health conditions and services in Singapore are among the best in Asia. Tropical diseases such as cholera, dengue fever, and malaria do occur, but do not pose major health problems. (Most malaria victims in Singapore, for example, incurred the disease outside the country.)

Politics
Singapore is governed by a Prime Minister responsible to a democratically elected Parliament. A single party, the People's Action Party (PAP), has been in power since 1959. Civil rights, compared to Canadian and U.S. standards, are relatively weak.

Practical Suggestions

Travel Requirements
A Canadian who wishes to teach in Singapore must obtain an Employment Pass from the Office of the Controller of Immigration in Singapore. Applications must be submitted through the school or institution in Singapore.

Packing and Shipping
See "General Preparations" in the Moving and Living Abroad section for some basic guidelines.

Banking
The unit of currency is the Singapore dollar, which is divided into 100 cents.

It is possible to open an external account with a local Singapore bank; cheques drawn on your Canadian bank account are cashed for local currency, deposited in the local account, and then drawn on the usual way. Keep in mind, though, that Canadian banks

give a better exchange rate on Canadian dollar cheques than local banks.

Items You Should *Not* Ship With You

- electrical appliances, unless they are fully adapted to Singapore's 220 volt/50-cycle current. (Small items can be adapted with a transformer.) Most electrical appliances can be purchased in Singapore, usually for less than their equivalent in Canada.

Domestic Help

Employing domestics is pretty well a necessity if you are living in a house or in non-air conditioned accommodation. If you are living in an apartment, part-time help is sometimes adequate. Salaries depend on the number of people in the family, hours required, and ability. A large number of domestics are from non-traditional sources such as the Philippines and Sri Lanka, while part-time cleaning is usually done by Chinese and Malays.

Full time domestics are becoming increasingly expensive. On top of salaries, employers must pay approximately 25 per cent of a servant's salary to the Central Provident Fund. A gift is expected at Christmas, and at Chinese New Year, a month's pay and at least two days off are customary.

Health Precautions

Singapore is one of the cleanest cities in Southeast Asia; therefore, few health precautions are necessary. The local water supply is chlorinated and is considered safe. Cockroaches and ants are fairly numerous; however, in general, there are less insects in Singapore than in other tropical countries.

Clothing

In Singapore, the emphasis is on informality. Men seldom wear suits, even for evening wear. The exception would be an occasion such as a formal ball. Women's clothes are similarly casual, and the emphasis is also on coolness. Day and evening clothing should be light-weight since the temperature between day and night does not vary enough to warrant a heavier fabric.

Miscellaneous

Local transportation is a problem in Singapore. Crowded roads and traffic jams are normal; buses are crowded, hot, and inconvenient; taxis are cheap, but difficult to obtain in rush hour, bad weather, or late at night. The MRT (subway) is another transportation option.

Mail service is fairly reliable and fast, although postage for overseas mail is expensive. Telephone service is also generally good.

Medical and dental services meet Canadian standards and, depending on the location of practitioners, are generally less expensive than in Canada.

Education System

Education is not compulsory in Singapore.

Academic Year

January to November

Languages of Instruction

Malay, Chinese (Mandarin), English, and Tamil are the four official languages; however, since 1987, English has become the principle language of instruction.

Primary and Secondary Education

Primary education begins at age six and lasts six years, followed by secondary and higher secondary programs of six to eight years.

Post-Secondary Education

Five institutions of higher education include the National University of Singapore, two polytechnical schools, a technical college, and a teacher training college.

Finding Employment On Your Own

Information on teaching may be obtained by writing:

- Professional Information and Placement Services Section
  Public Service Commission
  2nd Floor, City Hall
  St. Andrew's Road
  Singapore 0617

Malaysia

At a Glance

Climate and Topography
Malaysia is divided into two parts: Peninsular Malaysia, south of Thailand, is mountainous in the centre, with coastal plains on both sides; Eastern Malaysia, along the northern coast of the island of Borneo, also has a mountainous interior, with broad coastal plains crossed by several rivers originating in the mountains. The climate is hot and humid, with an average annual temperature between 22° and 33° C.

Population
16.1 million

Languages
Malay, various dialects of Chinese, Tamil, Punjabi, Sinhalese, and English (frequently used in business circles; a common second language in peninsular Malaysia)

Ethnic Groups
Malays (50 per cent), Chinese (35 per cent), Indians (10 per cent)

Religions
Islam, Buddhism, Confucianism, Taoism, Christianity, Hinduism

Economy
Malaysia has abundant natural resources and is much more prosperous than its neighbours, Thailand, Indonesia, and the Philippines. For many years, its staple exports were rubber and tin, but in recent decades petroleum, palm oil, timber, and natural gas have been exploited. Forty-two per cent of the workforce is still engaged in agriculture, with rice being the major subsistence crop. Processing its natural resources is the major industrial enterprise in Malaysia. Over 20 per cent of the Malaysian workforce is now involved in industry.

Adult Literacy
Estimated at 48 to 61 per cent in peninsular Malaysia, but considerably lower in eastern Malaysia.

Life Expectancy at Birth
68 years

Average Population Density
49 persons per square kilometre

Health Information
The general level of health in Malaysia is reasonably good, although serious inadequacies in health care still exist. Seventy per cent of the population has access to safe drinking water.

Politics
Malaysia is a federation of 13 states under a constitutional monarch. The head of government is a Prime Minister, who is responsible to a parliament consisting of a Senate and House of Representatives. A majority of Senators are appointed by the monarch; the rest of the Senate, and members of the House, are democratically elected. The government has been largely stable since independence in 1963; however, racial tensions between Chinese and Malays persist, aggravated by government policies intended to advance the economic and educational interests of Malays. Civil rights are weak compared to Canadian standards.

Travel Requirements
Issuance of a visa enabling you to spend six months to a year in Malaysia is the responsibility of your host institution.

Packing and Shipping
See "Moving and Living Abroad" in the General Preparations section for some basic guidelines.

Banking
The unit of currency is the Malaysian ringitt. Transfers of funds between Canadian and Malaysian banks are much simpler and quicker than in some of the other southeast Asian nations (e.g., the Philippines). Major credit cards are widely accepted throughout Malaysia, as are traveller's cheques.

Housing

Housing costs in Kuala Lumpur are slightly higher than in Vancouver. A deposit of three months rent is standard, along with a bond of approximately $540 for utilities, which is written off over the course of the lease.

When looking for housing, you should consider the following:

- presence of a telephone (New telephones can be hard to obtain.)
- water pressure and adequacy of hot water heaters
- adequacy of septic tank and waste-disposal system
- adequacy of wiring (Local contractors do not have high standards of electrical work, and house fires from faulty wiring are not uncommon.)
- presence of overhead fans
- security (Houses should have window grates, strong locks, and outdoor lighting.)
- size and condition of stoves, refrigerators, and washing machines.

When signing a lease, do not assume that the landlord will be responsible for major repairs or pest control. These things, along with specific furnishings, are usually subject to negotiation with landlords. Do not be shy about negotiating, and be careful, before moving in, to make sure that your demands have actually been met. Having the lease vetted by a local lawyer is a smart move. Establish clearly how much notice must be given prior to breaking a lease, and be sure to include a clause stating that the contract is void if you have to leave Malaysia for professional reasons.

Utilities are very expensive in Malaysia. If you are liberal with the air conditioning (**some** use of air conditioning is virtually a necessity), you may find yourself with electricity bills of $1000 per month.

Items You Should *Not* Ship With You

- prized furniture (Mildew will attack cloth and leather furniture very quickly, and wooden furniture will swell with the humidity.)
- electrical appliances – unless they are fully adapted to the local 220 volt/50-cycle current in Malaysia
- inexpensive kitchen items – they are plentiful in Malaysia.

Items You May Wish to Ship With You

The following item are of poor quality in Malaysia (unless imported):

- bed linens
- bath and hand towels
- ironing board covers
- underwear and sportswear.

Domestic Help

As in many tropical countries, domestics in Malaysia are considered by most foreigners to be a necessity, not a luxury. All houses and many larger apartments have quarters for servants. You will be responsible for providing basic furnishings. You may also be responsible for their food. Full time monthly wages for a maid may be a half to a quarter of your monthly utilities bill.

Full time hours are weekdays, 7:00 a.m. to 7:00 p.m., and Saturdays, 7:00 a.m. to noon. Standard bonuses are a month's salary for an employee who has been with you for a year. The bonus is scaled down proportionately for those who have been employed less than a year. Bonuses are given at the appropriate religious holidays (e.g., Chinese New Year for Chinese staff, Christmas for Christians, etc.).

If you are employing two or more domestics, make sure they are of the same race and religion to avoid friction. References should be checked carefully. As it is common for domestics in Malaysia to loan their letters of reference to others, you may want to insist on reference papers bearing the photo of the employee. Probationary periods of two weeks to one month are common. Although you do not have to cover medical expenses for employees, medical examinations for your staff are a good idea.

It is quite common for families to go through three or four domestics before finding someone suitable. When firing someone, you should take care to be tactful, even at the expense of strict truthfulness. When an employee leaves, obtain a signed statement from him/her indicating the period worked and acknowledging that payment was made in full.

Health Precautions

See the "Health Precautions" entry in the profile of the Philippines for instructions regarding boiling water, disinfecting vegetables, etc. Note that one of the major sources of hepatitis A in Malaysia is dirty chopsticks.

Malaria-carrying mosquitos remain a threat in rural areas. You should take anti-malaria medications if you travel or work in these areas. It is also smart not to allow stagnant water to collect in your lawn or garden. Always wear shoes and sandals outside to prevent hookworm infestation in your feet.

Clothing

Malaysians dress conservatively and do not appreciate bared flesh in either men or women. Shorts and t-shirts are not suited for wearing in public. Men will not have to wear suit jackets unless the occasion is very important; at work, however, they should remember to wear ties, long-sleeved shirts, and dress pants – no jeans.

Miscellaneous

Only taxis with black-on-white licence plates beginning with the letter H are lawful, metered cabs. If you phone for a cab, you will have to pay a slight pick-up fee.

Education System

Free schooling is provided by government schools for students between the ages of 6 and 19. Private schools are also available.

School Year

January to November

University Year

July to March

Languages of Instruction

Bahasa Malaysia is the main language; English is taught as a second language, and Chinese and Tamil are also taught.

Primary Education
Begins at age six and lasts for six years.

Secondary Education
Begins at age twelve and usually lasts for five years. Students who pass the Malaysian Certificate of Education examination are eligible for two further years of study, after which they will receive a Higher School Certificate necessary for admission to university. Students who do not wish to complete the last two years of secondary school may instead attend vocational or technical schools.

Post-Secondary Education
Post-secondary colleges offer credit courses toward the Malaysian Certificate of Education. Private institutions offer diploma courses in engineering and technological subjects. As of 1987, there were seven universities in Malaysia.

Finding Employment On Your Own

Teachers of English as a Second Language are in great demand in Malaysia. Although a degree is preferred, one is not always required, and salaries are quite good. At the secondary-school level and in various private schools at all levels – including several post-secondary institutions – English is the language of instruction. These schools periodically have openings for qualified teachers. Opportunities also exist – particularly at the private schools – for substitute teachers, private tutors, and such specialists as speech therapists and instructors trained to assist children with learning disabilities.

At the university level, expatriates are occasionally hired through exchange programs with foreign universities. The American University Linkage Program operates in Malaysia; however, preference is given to graduates of U.S. universities. To arrange a teaching or research position at a Malaysian university may require considerable time; if you are interested, you should begin your negotiations well in advance of your departure from Canada.

Specialists in the social sciences may find opportunities particularly scarce, as this area of study is not yet popular in Malaysia.

The following are two private schools whose language of instruction is English:

- **The Garden School**
  24 Jalan Selasih
  Taman Cheras, Jalan Cheras
  56100 Kuala Lumpur, Malaysia
  Telephone: 03-931-8436

  Levels taught: kindergarten to secondary (ages 3 to 17)
  Special programs: learning problems, ESL
  Number of teachers: 70 full time
  Student/teacher ratio: 13:1 (average class size, 23; maximum class size, 28)
  School year: early September to end of July

- **The International School of Kuala Lumpur**
  P.O. Box 12645
  Jalan Kerja, Ayer Lama
  Ampang, Kuala Lumpur, 19-03
  Malaysia
  Telephone: 03-460-522

  Levels taught: kindergarten to grade 12 (ages 5 to 18)
  Special programs: mild learning disabilities, remedial reading, ESL, advanced program
  Number of teachers: 74 full time
  Student/teacher ratio: 11:1 (average class size, 19; maximum class size, 25)
  School year: mid-August to early June (approximately 180 school days)

The following is a French-language private school:

- **Ecole Francaise de Kuala Lumpur**
  8A Jalan Tun Ismail
  Kuala Lumpur
  Malaysia
  Telephone: 03-291-3850

Levels taught: kindergarten to secondary (ages 3 to 17)
Number of teachers: 10 full time
Student/teacher ratio: 8:1 (average class size, 15; maximum class size, 20)
School year: September 12 to June 25

For inquiries directed to Malaysian public schools, write:

Secretary General
Ministry of Education
Pusat Bandar Damansara
Blok J, 50604 Kuala Lumpur
Malaysia

Indonesia

At a Glance

Climate and Topography
Indonesia is made up of five main islands and some thirty clusters of smaller islands, with terrain ranging from volcanoes and snow-capped mountains to vast swamps and low valleys. Climate is hot and humid, with temperatures in the coastal areas ranging from 24° C to 34° C, and temperatures in the inner lowlands ranging from 20° C to 30° C. The highlands are somewhat cooler, with temperatures of 16° C to 26° C.

Population
172.5 million

Languages
There are an estimated 250 regional languages and dialects spoken by Indonesia's 300 ethnic groups. The official language is called Bahasa Indonesia, which was originally a Malay dialect. Javanese is spoken by 40 per cent of the population, Sundanese by 15 per cent, and the language of the coastal Malays of Sumatra by 10 per cent. English is used in business circles and is widely taught in the higher levels of school.

Ethnic Groups
Ninety-five per cent of the population is of Malay origin. Minorities include the Chinese, Arabs, and Indians.

Religions
Islam (85 per cent), Christianity (5 per cent), Hinduism, Buddhism

Economy
Indonesia, which has abundant natural resources, depends largely on agriculture and mining for its prosperity. Agriculture engages about 55 per cent of the workforce. Rice, maize, cassava, sweet potatoes, and soybeans are among the major food crops; cash crops include rubber, palm oil, coffee, copra, tea, sugar, and

tobacco. Two thirds of Indonesia is covered with forests, giving the country the largest concentration of tropical hardwood in the world. Other resources include oil, natural gas, and tin. Indonesia's manufacturing sector is based largely on the processing of these resources.

Adult Literacy
72 per cent

Life Expectancy at Birth
55 years

Average Population Density
86 persons per square kilometre (Density on the three most populated islands – Java, Bali, and Madura – is 755 persons per square kilometre.)

Health Information
Malnutrition and the usual array of tropical diseases pose daunting problems to health care officials. Less than 40 per cent of the population has access to safe drinking water.

Politics
Indonesia is governed by a President appointed by the People's Consultative Assembly (MPR). The MPR consists of a House of Representatives and representatives from regional assemblies, political organizations, the armed forces, and other groups. Sixty per cent of the MPR is appointed by the President. The most powerful institution in the country is, without doubt, the armed forces. The country, as a whole, has been relatively stable in the last few years; however, serious civil unrest continues in Irian Jaya – the western portion of the island of New Guinea, and East Timor – the former Portuguese colony annexed by Indonesia.

Practical Suggestions

Packing and Shipping
See "General Preparations" in the Moving and Living Abroad section for some basic guidelines.

Banking

The unit of currency is the rupiah, which is divided into 100 sen. It is illegal to import or export rupiahs, but there are no restrictions or exchange controls on foreign currency.

On average, it takes about one week to transfer funds from your Canadian bank to an Indonesian bank. The simplest way to transfer funds from Canada is to arrange for an Indonesian bank to honour cheques written on your Canadian account. Letters of introduction and credit from your Canadian bank manager, as well as a letter of introduction from your employer (stating position, salary, etc.) will be helpful in making this arrangement with an Indonesian bank. (A letter of credit, for example, can state that your cheques, written on your Canadian account for deposit to your Indonesian account, will be honoured up to a maximum amount per month.) Write your cheques in U.S. funds so that the Canadian/U.S dollar conversion will be made by the Canadian bank, which generally has better exchange rates than an Indonesian bank. Remember to bring a supply of cheque books from your Canadian bank.

Perhaps the simplest way to proceed is to bring enough U.S. currency traveller's cheques for your initial expenses, and to use these cheques to open a local account.

Major credit cards are accepted in the Indonesian capitol, Jakarta (at major hotels, etc.); however, neither credit cards nor traveller's cheques are accepted outside main urban areas.

Housing

Most rental accommodations in Jakarta are three-bedroom bungalows with a floor space of about 120 square metres. Construction is usually brick, with plaster walls, stone-tile floors, and asbestos-tile ceilings. Rents are relatively high, ranging from U.S. $1000 to $1500 per month.

Reasonable care should be taken if you are renting on your own. Check the "Housing" entry in the profiles of the Philippines, Thailand, and Malaysia for some of the things to look for when renting accommodation.

Utility bills are not mailed to your home. Find out from the landlord when and where utility bills are to be paid, and in what name the account is registered. To keep the account current, you must pay the bill in person when it comes due. Make sure you keep all receipts. Make sure, as well, that all previous utility bills have been paid before you move in.

Items You Should *Not* Ship With You

- electrical appliances, unless they are fully adapted to Indonesia's 220 volt/50-cycle current.

Items You May Wish to Ship With You

- underwear and sportswear
- pillows, towels, shower curtains
- cutlery, pots, pans, a cooler for transporting food, and plastic storage containers (e.g., Tupperware)
- toiletries (e.g., shampoo, conditioners, deodorants, shaving creams, cosmetics, dental floss, tampons).

Domestic Help

Most Canadians in Indonesia employ at least one or two domestics. Uniforms are usually provided for the cook and maid. The employer is responsible for major medical expenses; it is recommended that domestics have medical examinations at the employer's expense upon being hired.

A probationary period of three months, with wages slightly less than a standard salary, is common for newly hired employees.

Health Precautions

See the "Health Precautions" entry in the profile of the Philippines for instructions regarding boiling water, eating raw vegetables, etc.

There is a risk of contracting malaria in regions outside Jakarta and other major urban areas. The use of insect repellant and mosquito netting if you are sleeping outside, making sure that your arms and legs are covered, and keeping your windows and doors carefully screened etc., are necessary precautions in these regions. Medical precautions are a complex and serious matter, especially because of malaria strains that are resistant to some anti-malarial drugs.

Clothing

Lightweight clothes with a high cotton content are the most suitable. Synthetic fabrics may be very uncomfortable in the hot and humid Indonesian climate. Women should be aware that their Moslem counterparts rarely wear sleeveless clothing.

Education System

Although education is not compulsory in Indonesia, primary education is available to all. State, religious, and private schools operate under the direction of the Ministry of Education and Culture; however, the Ministry of Religion is responsible for Islamic religious schools at the primary level.

Academic Year

Mid-July to mid-June

Language of Instruction

Bahasa Indonesia

Primary Education

Begins at seven years of age and lasts six years; was made compulsory in 1987.

Secondary Education

Begins at age 13 and also lasts six years; is comprised of junior high and senior high.

Post-Secondary Education

As of 1987/88, there were 48 state universities and teacher training colleges and 25 private universities in Indonesia.

Finding Employment On Your Own

Two prominent private schools in Jakarta, one offering English language instruction, the other French, are:

- **Jakarta International School**
  Box 79 JKS
  Jakarta Selatan, Indonesia

  Levels taught: kindergarten to primary (ages 5 to 17)
  Special programs: speech therapy, computer science
  Number of teachers: 160 full time, 22 part time
  Student/teacher ratio: 18:1
  School year: August to June
  Holidays: Christmas, Easter, Indonesian national holidays

- **Ecole Internationale Francais**
  Jl. Cipete Dalam 32
  Box 115 JKS
  Jakarta, Indonesia

  Levels taught: kindergarten to secondary (Ages 5 to 17)
  Number of teachers: 9 full time primary, 25 full time secondary
  Student/teacher ratio: 22:1
  School year: September to June
  Holidays: Christmas, Easter, Indonesian national holidays

Japan

At a Glance

Climate and Topography
Nearly four-fifths of Japan is taken up by steep, densely forested mountains. Japan's population is crammed into the remaining fifth, which consists of coastal plains, narrow river valleys, and a few basins in the mountains. There are great variations in the climate of Japan, from season to season, and from place to place. Cold winters and hot humid summers, a month long rainy season, and a beautiful spring and autumn are some of the regular characteristics. Average annual temperatures in Tokyo are 25.2° C in the summer and 4.1° C in the winter.

Population
122.3 million

Languages
Japanese (official and universal, with English as the almost sole choice of second language)

Ethnic Groups
The Japanese are a remarkably homogeneous people. Over 99 per cent of the population is ethnic Japanese. The only minorities of any size are the Ainu tribespeople, who exist in small communities in the northernmost island of Hokkaido, and some Koreans. Canadians often find Japanese racial homogeneity and exclusiveness an unsettling phenomenon.

Religions
Buddhism and Shintoism. Virtually all Japanese practice one or the other, and most subscribe to both. Less than one per cent are Christian (mostly Catholic).

Economy
Japan currently has the world's most powerful economy, with few natural resources, but with a fully diversified industrial sector.

Major industries include machinery, metallurgy, textiles, vehicles, and electronics. About 9.6 per cent of the workforce is involved in agriculture – chiefly rice cultivation. GNP per capita is approximately $16 289 (U.S.).

Adult Literacy
Virtually 100 per cent

Life Expectancy at Birth
74 years

Population Density
324 persons per square kilometre

Health Information
Japan's health care system accords with its status as a fully developed nation. The only extraordinary health hazards seem to be linked to pollution. Asthma sufferers and those with sensitive skin, allergies, etc., may find life in the big city somewhat trying.

Politics
Since 1947, Japan has been a constitutional monarchy, now headed by Emperor Akahito. The nation is governed by a Prime Minister responsible to a Diet, or Parliament, consisting of a House of Representatives and House of Councillors elected by universal suffrage. For decades, the government has been in the hands of the Liberal Democratic Party, with the Japan Socialist Party forming an ineffectual opposition. Behind the scenes, "horse trading" among the well-defined factions of the Liberal Democratic Party, combined with a good dose of financial corruption, defines the prevailing mode of political life.

Practical Suggestions

Travel Requirements
To obtain a valid employment visa, you will have to fill out the appropriate application forms; include two copies of a 45 mm x 45 mm photograph, show a valid passport, and submit the following documents:

- detailed statement by prospective employer of reasons for employing you
- copy of employment contract stating duration of employment, type of work contracted for, monthly salary, etc.
- personal history of applicant
- letter of guarantee
- certified copy of company's registration
- company's annual report
- company's business tax receipt
- list of foreign employees employed by the company (including names, age, nationalities, duration of employments, and residence status).

When moving to Japan, you must register at your local town hall within 90 days of your arrival in the country. Take your passport with you, and four passport photographs. If you neglect this duty, you can expect a long and frustrating session with the police during which you will have to write a letter of apology to the bureaucracy. Japanese do not regard this matter as a joke. After registering your residence at the town hall, you will be issued an identity card (Alien Registration Certificate), which you must carry always. If you fail to produce this card on demand, you are in for another long and unpleasant session with the police.

Housing

Japanese apartments usually have a dining room, kitchen, and between one and three small rooms. They usually have straw *tatami* mats in the sleeping areas, rather than carpets or wood flooring. Toilets are often not in the western "seat" style, but rather the oriental "squat" style. Doors slide rather than swing open. Baths are deep and square, rather than shallow and rectangular, so that you sit rather than recline while bathing. Apartments are heated by small kerosene space heaters, and cooled by fans. Air conditioning and central heating are rare.

Rooms that serve as living or dining rooms during the day become bedrooms at night. Futons and bedding are hauled out from the cupboard and spread on the floor. In the morning, the bedding is aired out and then returned to the cupboard.

Ovens, dishwashers, and refrigerators are usually not supplied with an apartment. You will have to obtain your own.

Refrigerators are one-quarter the size of North American fridges, but since stores are close by in virtually every neighbourhood, they are used mainly for storing beverages (e.g., milk, beer, etc.). Chances are you will use a propane-fuelled hot plate for your cooking. You will be lucky to have a telephone in the apartment, and you will probably end up using pay phones, which are ubiquitous.

Securing an apartment is not easy, and you will probably have to ask your employer for help. To get an apartment, you have to work through a real estate agent and pay him or her a fee. After finding an apartment, you will also have to pay what is known as "key money." This is a sum of money equivalent to between four and six months rent. On top of that, you have to pay a security deposit equivalent to one month's rent. It is considered a serious breach of etiquette to ask for this deposit on vacating your apartment, even if you have left the apartment in impeccable condition. You won't get the deposit back anyway, so don't bother.

It is sometimes possible to avoid key money if you can obtain a place from another foreigner who is leaving the country. You may also get his or her fridge, space heater, etc., very cheaply, so it pays to ask around. Even if you don't get such an apartment, you may find out from other expatriates which landlords and real estate agents treat foreigners nicely (i.e., lessen the amount of key money). This is where help from your employer may come in handy. Your employer may lend you money, interest free, to buy household necessities, pay key money, etc. The company may even offer its own apartments for employees (sometimes a mixed blessing). The better schools have some of these options written into their contracts. (Remember that the Japanese language version of the contract is the legally binding one. It may not agree with the English language version.)

Health Precautions

Foreigners should be aware that getting sick in Japan can be extremely expensive if they are not part of the health insurance system. Japanese doctors are often criticized for their infatuation with "high-tech" machinery, and some unscrupulously pad their fees by loading their patients with as many drugs as they can get away with.

Miscellaneous
Buying a one-week JNR Railpass is a good idea. For $110, you get to travel free, for one week, on the national railroad system and avoid the problems of buying the right ticket to Yokohama, etc. You still have to pay for subways, however.

Note: A valuable introduction to life in Japan for foreign teachers is a booklet entitled *An E.L.T. Guide to Japan*, by William A. McMichael and David C. Smith. (See "Publications" in the Employment Opportunities section of this manual.)

Education System

In Japan, education is compulsory up to age fifteen.

Academic Year
April to March

Primary Education
Begins at age six and lasts for six years.

Secondary Education
Divided into lower and upper level programs of three years each. The upper secondary program can be general or vocational.

Post-Secondary Education
Over 400 Japanese universities, both public and private, offer undergraduate and graduate courses. Many are private institutions. There are also junior colleges and technical colleges, which provide specialized training for engineering technicians.

Finding Employment On Your Own

Canadian educators in Japan are almost universally there to teach English. There are many sources of information on this kind of employment. In 1988, Canada joined the Japan Exchange and

Teaching Programme (JET), under which a certain number of Canadians are placed in Japanese schools or local Boards of Education to help teach English to Japanese students. Canadians selected as teachers under this program assist Japanese English teachers or their supervisors, or local English teachers' consultants (Japanese administrators responsible for the English language curriculum).

If assisting a teacher, your duties will include helping to prepare teaching materials and involvement in extra-curricular "English Speaking Societies" (whose main activity is speaking English). If assisting consultants, your duties will involve helping to prepare teaching materials and train English teachers, providing information to consultants (such as proper English usage, pronunciation, etc.), and judging speech contests.

Applicants must be Canadian citizens, under 35 years of age, possessors of a Bachelor's degree, and must also demonstrate some interest in Japan. Successful applicants are also expected to make an effort to learn Japanese before and during their stay in Japan. Contracts are for one year.

Normal working hours in Japan are from 8:30 a.m. to 5:15 p.m., Monday through Friday (including a forty-five minute lunch break) and from 8:30 a.m. to 12:30 p.m. on Saturday. You may also be asked to work overtime. JET Programme participants will receive the same net (after tax) salary of 3,600,000 yen. Some of the expenses participants will have to cover out of this salary will be accommodation (30,000 to 60,000 yen per month, and possibly higher if you are living in major cities like Tokyo or Osaka), and mandatory contributions for insurance and pension funds (about 34,000 yen per month). Round trip air tickets from Canada to Narita International Airport will be provided by your employers.

Participants may bring their spouses, after informing the host institution and after ensuring that housing arrangements have been made, at their own expense.

For further information, contact:

Consulate General of Japan
900 Board of Trade Tower
1177 West Hastings Street
Vancouver, B.C. V6E 2K9
(604) 684-5868

or:

Association of Universities and Colleges of Canada
151 Slater Street
Ottawa, Ontario
K1P 5N1
(613) 563-1236

Those not involved in the JET Programme who wish to teach English in Japan have a variety of sources of information available to them.

1. **Private associations**
   - Vancouver Mokuyokai Society (682-8811)
   - Far East Society of Engineers and Architects (253-6065)
   - Canada Japan Society of Vancouver (689-2002)
   - Asia Pacific Foundation (684-5986)
   - UBC Pacific Rim Club

2. **Professional publications** (available from the Language Education Resource Centre at UBC)
   - *TESOL Newsletter*
   - *TEAL Newsletter*
   - *TESL Canada Newsletter*
   - *JALT Newsletter*

3. **Japanese English language publications**
   - *Japan Times Newspaper*
   - *Japan Times Directory*
   - *Asahi Evening News*
   - *Mainichi Daily News*

4. **Self-help publication**
   - *Jobs in Japan (2nd Ed.)*, by John Wharton (Denver Colorado: Global Press, 1986)

5. **Business journals, etc.**
   - *Canada Japan Trade Council Newsletter*
     75 Albert Street
     Suite 903
     Ottawa, Ontario
     K1P 5E7

   - *Japan Report* (Japan Information Centre)
     Consulate General of Japan
     Suite 2702
     1806 Toronto Dominion Centre
     Toronto, Ontario
     M5K 1A1

A list of English language schools, international schools whose language of instruction is English, Japanese universities, and other institutions likely to employ teachers of English, is included in *An E.L.T. Guide to Japan*.

China

At a Glance

Climate and Topography

China has a rugged and mountainous western interior and a low-lying eastern portion where most of the population lives. The country varies greatly in terrain and climate, from the deserts of Inner Mongolia to the tropical rain forests of the south. Most of the country lies in a temperate belt. In the winter, however, there may be extreme variations of temperature between north and south. In areas north of Harbin, for example, the average temperature in January is 0° C, with readings reaching as low as -30° C; in areas of southern China, the average January temperature is above 10° C.

Population

1.06 billion (21 per cent of the world's population)

Languages

There are seven main Chinese dialects, which are mutually incomprehensible, although there is a common script. Mandarin (based on the Beijing dialect) is the official state language, taught in all schools and now spoken by a majority of the population. There are also numerous minority languages.

Ethnic Groups

Ninety-three per cent of Chinese are Han Chinese. The remaining seven per cent (67 million people) belong to one of 56 minority nationalities.

Religions

The majority of Chinese are without formal religious affiliation. Survival of Confucian and Taoist attitudes (in themselves more of an ethical than strictly religious nature) is difficult to ascertain, and most Chinese would probably give at least lip service to the official line that religion, including Confucianism and Taoism, is superstition. There are, however, an estimated 100 million

Buddhists, 20 million Muslims, 3 million Catholics, and 2 million Protestants.

Economy

Seventy-four per cent of the workforce is engaged in agriculture, mostly of grain crops. Rice is the most important of these crops, followed by wheat. In the industrial sector, which engages 14 per cent of the workforce, China leads the world in total output of cotton cloth, ranks second in the production of cement and coal, third in the production of chemical fertilizers, sulphuric acid, and television sets, and fourth in the production of steel. China's economic growth has been relatively strong and constant; however, it is still a poor country with a per capita GNP of only $310 (U.S.) in 1985.

Since the late 1970s, under the leadership of Deng Xiaoping, China has been trying to combine features of both a planned economy and a market-oriented economy. Market incentives have resulted in impressive growth in both agriculture and industry; however, the combination of planned and market economies has also led to problems of inflation, unemployment, and corruption of officials.

Adult Literacy

76.8 per cent

Life Expectancy at Birth

69 years

Average Population Density

109 persons per square kilometre

Health Information

Health care is one of the stronger suits of the Chinese government, and health conditions are generally good throughout the country. Basic health care is available to all Chinese. Every major city in China has at least one hospital, and clinics are available in towns and throughout the countryside. Medical care for foreigners, usually provided by the institution employing them, is cautious and good for most routine problems; however, the quality of drugs is uneven, and techniques and equipment are outdated.

Politics

Political power is concentrated in the sole political party in China, the Communist Party. Policy is determined by the party leadership and centred in the five member Politburo Standing Committee, which was headed, until very recently, by party general secretary Zhao Ziyang. In May, 1989, China was swept by a series of massive demonstrations, chiefly in the capital, Beijing. The demonstrations, led by students, but attracting widespread popular support, demanded more democracy and an end to political corruption. In early June, army units violently attacked student demonstrators in Beijing, resulting in widespread bloodshed. It is impossible to say what the results of these extraordinary events will be, except to note that political life in China is entering a turbulent phase, with unforeseen consequences to foreigners living inside the country.

Practical Suggestions

Travel Requirements

On arrival, you should apply fairly soon for various internal documents necessary for residence and travel within China. These documents include a red card, which you must carry at all times and which identifies you as an employee of your institution; a green card, which is similar to an internal passport; and a white card, which allows you to shop in stores without having to pay in foreign currency certificates (mandatory for tourists) and also entitles you to a lower rate than tourists have to pay for travel arrangements, train and air tickets, and hotel accommodation within China.

Banking

China's unit of currency is the renminbi, or yuan, divided into ten jiao, or mao, and one hundred fen. Chinese currency is not convertible into foreign currency. Foreigners are usually expected to use a parallel currency, known as foreign exchange certificates (FEC). FECs can be changed back into foreign currency, but to do so you may have to present the exchange vouchers that are given to you whenever you purchase FECs with foreign currency.

Change from taxis, shops, etc., may be in renminbi, and you will have to spend this inside China. Keep in mind, however, that foreigners sometimes have difficulty getting Chinese to accept renminbi, and that certain types of goods, such as colour film, can only be purchased with FECs. It is important, therefore, for teachers in China to carry both kinds of currency.

There is a thriving black market for FECs and for U.S. currency. Transactions on this market are, of course, illegal.

There is only one bank in China, the Bank of China. If you open an account in this bank with cheques drawn on your Canadian bank, keep in mind that its procedures are conservative. It is virtually impossible, for example, to cash a cheque in any town other than the one where you have your bank account. Crossing cheques is a common practice to prevent the cashing of lost or stolen cheques. Two diagonal lines are made on the upper left corner of a cheque to indicate that it may be deposited only to the payee's account.

The use of credit cards – particularly American Express – in stores, restaurants, and hotels is increasing. Most credit card cash advance transactions in China – and very often purchases of goods with credit cards – are subject to a four per cent surcharge. It is not advisable to rely on credit cards either for purchases or for cash. Bring at least $1200 Canadian in traveller's cheques with you for your initial expenses.

Housing

Rent free housing is assigned to teachers by the institutions employing them. It is wise to find out as soon as possible what sort of housing it will be (e.g., hotel room, apartment, or dormitory). Check to find out if apartments are furnished, equipped with a kitchen and basic utensils, and if they have a bathroom.

If you are assigned a hotel room, expect a simple, functional room with indifferent plumbing. The lighting may also be poor. Hot water may not be available 24 hours a day. There will likely be no air conditioning (although fans are provided), and heating may also be spotty, especially in southern regions. (Extra blankets will be provided.)

Items You Should *Not* Ship With You

- electrical appliances that are not adapted to China's 220 volt/ 50-cycle current, **unless** you bring a step-down transformer (also available in Hong Kong), or whatever else is needed to adapt appliances to China's current. Consult your local electrician for advice. Don't forget that some appliances suitable for use with China's electrical current, including some with adjustable voltage, are available at specialty stores in major Canadian cities. They are also available in Hong Kong.

  Note: Appliances such as toasters, vacuum cleaners, space heaters, electric shavers, curling irons, and sewing machines are rarely available in China.

- three piece suits, dinner jackets, evening dresses, or any formal wear for men or women (see "Clothing").

Items You May Wish to Ship With You

- electrical appliances (see above)
- personal toiletries, medication, tampons, etc.
- coffee makers, coffee pots, etc. (China is a nation of tea drinkers.)
- writing materials, typewriter, dictionary
- small gifts for Chinese (maple leaf pins, etc.)
- alarm clock, pocket calculator, small flashlight
- lots of kleenex and handiwipes
- camera batteries
- cockroach traps
- rubber gloves, bleach, scouring pads
- towels and bed linens
- vaporizers and humidifiers (see "Health Precautions")
- buttons, thread, zippers.

Health Precautions

Extensive use of coal in industry and homes has created an air pollution problem in many northern Chinese cities. Respiratory problems are created or aggravated by this pollution, especially during the winter. The most common ailments affecting Canadians in China, in fact, are allergies and respiratory problems, including colds, sore throats, etc. Vaporizers and humidifiers will help.

Tap water in China is not potable, nor is it fluoridated. Food and vegetables should be carefully washed. (See the "Health Precautions" entry in the profile of the Philippines.) MSG is still used extensively in cooking and may cause headaches. Aspirins or 222s are a useful antidote. Hepatitis is a problem in China, and foreigners are often upset by the standards of hygiene maintained in Chinese restaurants.

In the south of China, there is significant risk of developing malaria. Precautions to take in this region include wearing light-coloured and light-weight protective clothing, and using repellent, mosquito netting, screens, etc.

If seeking medical help in China, remember that syringes are re-used. You should provide your own, and insist that they are used. Fluoroscope chest x-rays, still given in China, are not recommended and can often be avoided by bringing a recent chest x-ray with you to China. Since Rh-negative blood does not occur among the Chinese, blood banks in China do not store it. Persons with that blood type should register upon arrival with the nurse at the Canadian embassy.

Clothing

Think casual, trim, and tidy. Chinese themselves dress conservatively, but never formally. Unless they enjoy being stared at, women should not wear low-necked or revealing dresses, tops or shorts, even in hot weather. (Long shorts or sleeveless blouses are now acceptable, however.) Men and boys in China never wear red, since it is a colour reserved for females.

Warm underwear is an excellent idea, as are warm coats, gloves, sweaters, etc. Men should include a jacket and tie, and women a dress or pants suit, for occasions such as banquets when you want to look nice (it shows respect), even if formal wear is not required.

Be careful about sending clothes to the cleaners outside the major cities. Woollen items may be washed in hot water, and, in general, only the toughest garments will return in the same shape and size that you sent them. Hard water in Beijing will also turn your white garments grey over a period of months. Their whiteness will be restored with soft water.

Miscellaneous

The Chinese institution you work for is responsible for your transportation to and from work. If you are driving in the city, remember that streets are often jammed with bicycles, carts, and trucks. Few, if any, stop signs exist; bicycles do not give the right of way; lane crossing without indication is common; and, pedestrians are not cautious. You should take the time to observe the Chinese style of driving, and drive slowly and carefully at all times.

Chinese telephones are generally reliable by Asian standards, but service is still spotty, and many apartments do not have telephones. It is difficult to obtain a personal phone. Most calls are made from the telephone belonging to your school or institution. There are many times when it will be easier to visit an office or individual rather than phone.

Mail service within China and internationally is generally efficient (there are two mail deliveries per day, seven days a week). Air mail to and from North America takes between seven and ten days. Those who wish to receive mail while in China should make sure to include the full title of their host organization in China. (Chinese characters for host organizations will facilitate delivery.) Remember to address letters correctly to the **People's Republic of China**.

Note: A valuable introduction to life in China for foreign teachers is a booklet entitled *The T.E.S.L. Canada China Handbook*, by Robert Barlas. See "Publications" in the Employment Opportunities section of this manual.

Another valuable introduction is the *China Briefing Binder*, produced by the Ontario Region Orientation Centre of the University of Toronto – York University Joint Centre for Asia Pacific Studies. A copy may be obtained by writing:

Ontario Region Orientation Centre
631 Spadina Avenue
University of Toronto
Toronto, Ontario M5S 2H6

Education System

Since 1979, China's education system has been undergoing a program of modernization. Reformation plans are aimed at establishing nine-year compulsory education by 1995. Fees are charged at all levels of education.

Academic Year
Two semesters – September to January, February to June

Languages of Instruction
Chinese; English is taught as a second language.

Primary Education
Generally begins at age seven and lasts five years.

Secondary Education
Usually begins at age 12 and lasts five years.

Post-Secondary Education
Free post-secondary education was abolished in 1985; students now compete for scholarships based on academic ability.

Finding Employment On Your Own

Applications for teaching jobs submitted through agencies tend to be processed more quickly and smoothly by Chinese authorities than applications made directly to institutions within China. Applying directly to a Chinese institution, however, can often work successfully for a teacher who wants to do a certain job, or for someone who has had direct contact with either a Canadian teacher who has taught at that institution in the past, or with a Chinese faculty member who has come to Canada at some time for study purposes. If you don't have a specific job in mind, or if you have no contacts, you can still apply for a teaching job in China by writing to the State Education Commission in Beijing. If you do apply for work on your own, be aware that correspondence between you and the Chinese authorities may

be prolonged and frustrating, and may result in a last minute appointment and subsequent scramble for visas, airline tickets, etc.

Applicants should provide a curriculum vitae that includes the following information:

- basic personal statistics (including sex, nationality, and date of birth)
- academic qualifications and professional experience (Make sure you include all professional titles and your academic rank.)
- list of publications (including a brief description of the content of major works, along with sample sections from published articles or books)
- other credentials (e.g., copies of scholastic records such as diplomas).

Letters of recommendation are essential. You will also need to send along a health certificate issued within the last two months by a certified doctor or hospital.

India

At a Glance

Climate and Topography
India is divided into three main regions: to the north is the region of the Himalayan mountains and foothills; in the centre is the Indo-Gangetic Plain (including the valleys of the Ganges and the Brahmaputra, India's longest rivers, which feature heavy rainfall and frequent flooding); and in the south is the Deccan Plateau, bordered by mountains and the sea. Climate varies from freezing temperatures in the Himalayas to intense heat in the southern peninsula, the western desert, and the rain forests of the east. The monsoon season affects nearly all of the country with high temperatures and humidity.

Population
880 million

Languages
180 languages and several hundred dialects are spoken in India. Hindi is the official language, although English is authorized as a working language in government and is widely spoken among educated classes.

Ethnic Groups
Over 90 per cent of the population is of Indo-Aryan or Dravidian racial descent (both Caucasian groups). Seven per cent are hill and forest tribes, and the remainder are people of central Asian origin.

Religions
550 million Hindus (over 80 per cent), 76 million Moslems (11 per cent), 16 million Christians (2 per cent), 13 million Sikhs, 5 million Buddhists, 3 million Jains.

Economy
India is both an economic giant and a poor country – it ranks 11th among industrial countries in its output, and yet, with its vast population, remains among the 20 poorest nations in the world. The economy is still based largely on agriculture, which engages 65 per cent of the labourforce. Two-thirds of its agricultural output consists of food grains such as rice, wheat, and maize. The remaining one-third consists of non-food cash crops such as cotton, jute, tea, and sugar cane. Industry accounts for less than 10 per cent of the labourforce, but industrial output has been growing. Production of basic industrial commodities such as coal, cement, chemicals, and fertilizer, along with consumer goods (most notably cotton textiles), makes up two-thirds of this output. The remaining one-third consists of capital goods such as machine tools, transport equipment, heavy electrical machinery for power generation, etc.

Adult Literacy
30 per cent

Life Expectancy at Birth
56 years

Average Population Density
416 persons per square kilometre

Health Information
India has historically been prey to many major communicable diseases, of which malaria has been probably the worst. Malaria is still a major public health problem, although great progress has been made in containing the disease. Public health in India today is hampered by relatively poor health care in rural areas, and by widespread malnutrition, the major cause of high mortality and morbidity in India. It is estimated that less than 15 per cent of the population is adequately nourished.

Politics
India is a democratic federal republic, with power principally residing in the Lok Sabha (House of the People), roughly equivalent to the Canadian House of Commons. India's current leader, V.P. Singh, heads the country's first minority parliamentary government. Singh took over from Congress party leader, Rajiv

Gandhi, who was ousted in the November, 1989 general election. The success of Singh's government is as yet uncertain, due partly to cohesion problems within his own party, the Janata Dal. Ethnic and religious communal violence, the bane of India since independence, has recently been on the rise.

Practical Suggestions

Packing and Shipping

See "General Preparations" in the Moving and Living Abroad section for some basic guidelines. Remember that personal effects should be packed in sturdy, waterproof containers, since they may be subject to rough handling and rain during the April to October monsoon season.

Banking

The monetary unit in India is the rupee, which is divided into 100 paise. The value of Indian currency fluctuates almost daily.

When you first arrive in India, it is advisable to carry only traveller's cheques. By doing so, you will avoid the hassle of declaring currency and obtaining a permit to have foreign currency in your possession. Such currency can be exchanged for rupees at banks only, and the permit must be presented at all transactions. Traveller's cheques have no such restrictions, and can be changed in banks or commercial establishments.

Major credit cards are accepted by some stores and hotels. Remember to bring an adequate supply of cheques on your Canadian account to be used during the course of your stay.

Housing

There is generally no central heating in houses, and electric space heaters are required in winter. Most houses are rented unfurnished and come equipped with booster pumps (for storing water) and water heaters.

Items Your May Wish to Bring With You

- sewing supplies (scissors, thread, zippers, lining materials)
- underwear

- brooms and mops
- preferred brands of toiletry items (e.g., tampons, shampoos, etc.)
- flatware, dinnerware, and glassware.

Note: India's electric system supplies power at 240 volts/50-cycles, with constant fluctuations in voltage. If you are bringing appliances from Canada, make sure that they will operate adequately with a transformer.

Domestic Help

Servants are common in India, and they specialize in various fields. You could be employing any one of (or several of) the following: cook, bearer (butler), full time sweeper, ayah (nurse-maid), dhobi (laundryman), and gardener. A single person or small family can usually manage with a cook-bearer, a sweeper, and a dhobi.

With the exception of the ayah, servants are generally male. The usual work week is six days, with two or three hours of rest per day. Living quarters are available in most houses.

Servants are usually hired on a probationary basis. It is important to be scrupulous in your selection and to ensure that prospective employees have passed a medical exam.

Health Precautions

Water in large cities such as Delhi is chlorinated; however, old distribution systems can render the water undrinkable. It is advisable to filter and boil water used for drinking and cooking. Remember also to boil the water that is used for ice cubes and also for brushing your teeth.

Dairy products such as butter, cheese, and ice cream that are produced by reputable firms and sold in well-maintained shops are safe. Fresh milk and cream, however, should be boiled for approximately one minute before use. All meat should be well cooked, and fish should be avoided during hot weather.

Care must be taken when preparing fruit and vegetables, since food inspection and marketing do not meet Canadian standards.

Wash and soak fruit and vegetables for 30 minutes in iodine-treated water, then rinse with safe water and store in the refrigerator.

Bouts of diarrhoea are common among Canadians during their first few months of stay in India. A bland diet and the use of simple medications will usually alleviate this condition.

Those suffering from asthma or chronic bronchitis will probably notice a worsening of their condition due to the pollution in heavily populated cities such as Delhi.

Clothing

Extremes in climate necessitate a range of clothing, from warm medium-weight wool for cool weather, to light cotton for tropical wear. Women should note that shorts or short skirts worn in public will draw a large crowd; such clothing is considered disrespectful when worn in traditional Indian homes.

Miscellaneous

Public transportation is overcrowded, unreliable, and inefficient. Most foreigners use metered taxis, which are inexpensive. The alternative is private transportation, such as a car or scooter. Bicycles are also popular in India.

Postal services in India are fairly efficient, and rates are cheaper than in Canada. Important mail should be registered as theft is not uncommon. Aerogrammes are recommended as well, since parcel post facilities are unreliable. Mail between India and Canada takes between 4 and 10 days by air and 10 to 16 weeks by sea.

The government-owned telephone system in India is poor, and long distance calls are difficult.

Education System

Individual state governments in India's regions are responsible for education. A common goal by the year 1990 is free and compulsory education for students up to the age of 14.

Academic Year
Usually July to April, although this varies from region to region.

Languages of Instruction
Hindi in the primary grades of government schools; English at most universities.

Primary Education
Divided into upper and lower levels and lasts eight years.

Secondary Education
Depending on the state, may last between two and four years.

Post-Secondary Education
Available at universities and other institutes of higher learning.

Hong Kong

At a Glance

Climate and Topography
Hong Kong is made up of more than 200 small islands and islets, and a fraction of the Chinese mainland. Its land area is mountainous; less than 10 per cent of the land is used for agriculture, and there are virtually no natural resources in Hong Kong, except for its strategic location and natural harbour. The climate is sub-tropical and subject to monsoons from July to September. Winter (December to February) is cool and dry, with an average temperature of 15° C. Summer (May to September) is hot, humid, and rainy, with an average temperature of 30° C, and with humidity often reaching 90 per cent.

Population
6 million

Languages
Chinese (Cantonese is the most widely spoken dialect) and English

Ethnic Groups
Almost 98 per cent Chinese

Religions
Most residents are at least influenced by the classical Chinese philosophies of Confucianism and Taoism, which are not religions in the strict sense. Religious groups other than those connected with these two philosophies are numerically insignificant.

Economy
Hong Kong is one of the world's major exporters of toys, clothing, watches and clocks, and electronics. With 0.1 per cent of the world's population, Hong Kong accounts for over 1.5 per cent of its trade. It is recognized as one of the world's major financial centres. GNP per capita is approximately $8957 (U.S.).

Life Expectancy at Birth
75 years

Average Population Density
5262 persons per square kilometre

Health Information
Major health problems in Hong Kong are caused by intestinal infections and Hepatitis A and B. Outbreaks of cholera and typhoid occur now and then; however, these diseases are usually confined to those who patronize inadequately clean restaurants, food stalls, and other eating establishments. Pulmonary tuberculosis is also common among locals, but is less of a problem for visitors.

Politics
Hong Kong is currently a British territory governed by a Governor appointed in Great Britain. In December 1984, Britain and China signed an agreement that will return all of Hong Kong to China on June 31, 1997. In this agreement, China promised to respect Hong Kong's capitalist economy for half a century after that date, in the form of a specially created and autonomous Special Administrative Region. China, however, did not promise democratic institutions for Hong Kong, which has caused great concern among many residents, especially following the tumultuous events in Beijing in the spring and summer of 1989.

Practical Suggestions

Travel Requirements
Valid passports and visas are required of all Canadian citizens working in Hong Kong. A confirmed offer of employment from a Hong Kong institution is required before applying for a visa. Visa applications are available from your local British Consulate, and are sent to the British High Commission in Ottawa. Processing takes between 6 and 12 weeks. In addition, 12 copies of passport size photographs of all adults and children over 11 years are required for various identification cards, etc.

Packing and Shipping

See "General Preparations" in the Moving and Living Abroad" section for some basic guidelines. Some North American companies are affiliated with Hong Kong shipping companies. Shipments to and from Ottawa normally take between six weeks and two months.

Banking

The unit of currency is the Hong Kong dollar, divided into 100 cents. There are coins of 5¢, 10¢, 20¢, and 50¢, as well as $1, $2, and $5. Notes are for denominations of $10, $20, $50, $100, $500, and $1000. Currency is easily changed at banks, hotels, and moneychangers.

Full banking services are provided by Hong Kong branches of many Canadian banks. Cashing personal cheques and opening accounts are fairly easy in Hong Kong; thus, financial arrangements such as establishing a letter of credit are unnecessary. It is advisable, however, to shop around for a bank, because the exchange rate varies from institution to institution.

All major credit cards are accepted in Hong Kong. American Express and Visa cardholders now have access to automated teller machines from which they can withdraw local currency.

Housing

Very few apartments are equipped with central heating. Space heaters are used for the three or four winter months.

Cockroaches, which can carry disease, may be found in kitchens and bathrooms, so these areas should be kept as clean as possible.

Items You Should *Not* Ship With You

- electrical appliances, unless they are adjusted for Hong Kong's 220 volt/50-cycle current

Items You May Wish to Ship With You

In general, most requirements can be met in Hong Kong.

Domestic Help

Most flats in Hong Kong have quarters available for full time live-in servants. Filipino maids are common among expatriate

families. They are employed on two year contracts that include round-trip airfare to their country of origin, passport and visa fees, uniforms, food (or food allowance), and medical expenses. Filipino domestics are considered to be good with babies and children. They can speak, read, and write English.

Domestics are entitled to at least one day off per week and one week's leave per year, in addition to 11 statutory holidays. They are hired through local agencies or referred by other expatriates who are leaving the country. References are essential, and it is wise to interview prospective employees carefully. In particular, make sure that domestics are medically fit and free of communicable disease. Annual examinations are essential.

Health Precautions

The municipal water supply of Hong Kong is treated and fluorinated, and all water direct from Government mains is considered fit for drinking. Nevertheless, the tap water in some areas is unacceptable, and bottled water is readily available.

Care should be taken when preparing fruits and vegetables, since Hong Kong food inspection standards are not up to par with Canada's. Most vegetables should be cleaned and cooked, and fruits should be peeled with clean hands. Locally grown lettuce and leafy vegetables are usually contaminated; they must be treated by washing them in a detergent solution, then rinsing, then soaking them for 30 minutes in a solution such as iodine-treated water, and finally rinsing them well in safe water.

Dairy products such as milk, cream, butter, cheese, and ice cream sold in the better local supermarkets (e.g., Park-N Shop and Welcome outlets) are considered to be safe.

All locally bought meat and fish should be cooked until well done. In particular, avoid eating raw or inadequately cooked fish dishes.

There are many reputable restaurants in Hong Kong; it is best to eat only in the better establishments, to choose hot and freshly cooked dishes, and to avoid salads, custards, and cream-filled pastries.

Note: Medical, dental, and hospital services in Hong Kong are very good.

Clothing

Hong Kong is increasingly known as one of the world's fashion centres, and world-class shopping malls feature designer clothes. In comparison with other Pacific Rim countries, the standard of dress in Hong Kong is not quite as casual. For men, a shirt and tie is customary in many establishments, even in summer hot spells. During cool winter months, medium-weight suits are appropriate. Women generally dress the way they would for formal and informal occasions at home.

Miscellaneous

Transportation in Hong Kong is inexpensive and efficient, the only drawback being the volume of traffic. Taxis are the easiest form of transportation, and they are run by fixed meters. Ferries, buses, and trams are also readily available.

The telephone system in Hong Kong is considered reliable and efficient. Similarly, mail service between Canada and Hong Kong is fast and reliable. Air mail takes approximately eight days, while surface mail takes from five weeks to two months.

Education System

Nine years of education are compulsory in Hong Kong. Primary education is free in government schools.

Academic Year

September to July

Languages of Instruction

Chinese, English

Primary Education

Begins at age six and lasts six years. Most use Chinese as the language of instruction; English is taught as a second language.

Secondary Education

There are four types of secondary schools: Anglo-Chinese grammar schools, Chinese middle schools, secondary technical schools, and pre-vocational schools.

Post-Secondary Education
Hong Kong has two universities, four government-run teacher training colleges, and five government-funded technical institutes.

Finding Employment On Your Own

Vacancies in the public educational system for lecturers in English or for education officers in the "English stream" are advertised in the local Hong Kong press in periodicals such as the *South China Morning Post*, and in the U.K. press in periodicals such as *The Guardian* and *The Times Educational Supplement*.

Brunei Darussalam

At a Glance

Climate and Topography
Brunei Darussalam lies on the northern coast of Borneo and is split into two separate parts by the Limbang Valley, which belongs to Malaysia. The western part of the country, in which the capital, Bandar Seri Bagawan is situated, is primarily hilly lowland. In the east, a wide coastal plain reaches up to mountainous regions. The interior consists mainly of tropical rain forests. The climate is equatorial, with uniformly high temperatures. However, from November to January (the monsoon season), temperatures are somewhat lower than the 28° C average. The average humidity is 82 per cent, and rainfall can reach as high as four thousand millimetres per annum in the interior.

Population
250 000

Languages
Malay and Chinese dialects (English is widely spoken.)

Ethnic Groups
Malay (68.8 per cent), Chinese (18.3 per cent), Indian (7 per cent)

Religions
Muslim (63.4 per cent), Buddhist (14 per cent), Christian (10 per cent)

Economy
Brunei is one of the most prosperous countries in southeast Asia, thanks to its deposits of oil and natural gas, which are its main exports. Along with oil and gas, small amounts of rubber, jelutung, sawn wood, and pepper are also exported. Farming is largely a part time occupation. GNP per capita is approximately $11 754 (U.S.).

Adult Literacy
80.3 per cent

Life Expectancy at Birth
71 years

Average Population Density
43.4 persons per square kilometre

Health Information
Brunei's health care approach, emphasizing health care for all, health training programs, and fresh water and sewage programs, has enabled the country to reach health norms comparable to developed nations. Malaria has been completely obliterated, and cholera is virtually non-existent. A valid cholera certificate is advisable, however. Medical services are provided free to Brunei citizens. Foreigners working in the private sector can take advantage of the State facilities for a modest charge.

Politics
Brunei Darussalam functions as a constitutional monarchy headed by His Majesty Sultan Hussanal Bolkiah Mur'izzaddin Waddualah, who is also Prime Minister, Minister of Finance, and Minister of Internal Affairs. The Proclamation of Independence came on the first day of January, 1984. At this time, the British government relinquished responsibility for defence and foreign affairs, in keeping with a 1979 treaty guaranteeing that Brunei would resume full sovereignty five years later.

Practical Suggestions

Travel and Visa Requirements
Visas are required of all Canadians living and working in Brunei. Contact the High Commission for Brunei in New York.

Packing and Shipping
See "General Preparations" in the Moving and Living Abroad section for some basic guidelines.

Banking

The unit of currency is the Brunei dollar. Denominations of Brunei currency notes are: $1, $5, $10, $50, $100, $500, and $1000, while denominations of coins are 1¢, 5¢, 10¢, and 50¢.

There are no exchange controls in Brunei; the Brunei dollar is at par with the Singapore dollar, and the currencies are interchangeable in both states.

Brunei is served by nine commercial banks with 41 branches throughout the country. The Hongkong Bank is the only bank with a computerized network that offers automated teller facilities.

Items You Should *Not* Ship With You

- electrical appliances, unless they are fully adapted to the 230 volt/50-cycle current in Brunei

Domestic Help

The employment of domestics in Brunei is common. Although there is a growing shortage of trained maids, servants are available, and the rates are usually reasonable.

Health Precautions

Tap water is safe to drink most of the year; between November and December (monsoon season), however, it should be boiled as a precaution.

While of high quality, fresh fruits and vegetables from markets should be washed carefully before use. For further instructions regarding food preparation, see the "Health Precautions" entry in the profile of the Philippines.

Clothing

Due to the hot and humid climate, light, cotton clothing is appropriate for both men and women. Jackets are seldom worn by men; women should be careful to observe normal Islamic customs in dressing.

Miscellaneous

Since most Bruneians own cars, public transport is limited, and taxis are scarce. Chauffeur-driven cars and unmetered taxis are available, however. Fares are subject to negotiation.

Domestic and international postal services in Brunei are considered reliable.

Brunei's advanced telecommunications system offers international direct dialing, along with the usual business communications facilities.

Education System

Education is free for children who attend government schools. Private schools are also available. Islamic studies are an important part of the school curriculum.

Academic Year
January to December

Languages of Instruction
English and Bahasa Malay

Primary and Secondary Education
Brunei schools are classified by their language of instruction. Primary, secondary, and sixth form (upper secondary) are the three levels of education.

Post-Secondary Education
The University of Brunei Darussalam was established in 1985, and a new campus is scheduled to be opened in 1992. Teacher training colleges and vocational and technical education colleges also exist. At present, many students attend universities abroad at the government's expense.

Finding Employment On Your Own

Teachers interested in contacting the government in Brunei regarding employment should write:

- Director of Establishment
  Prime Minister's Office
  Bandar Seri Begawan 2004
  Brunei Darussalam

- Permanent Secretary
  Ministry of Education
  Old Airport Road
  Berakas
  Bandar Seri Begawan 1170
  Brunei Darussalam

In 1989, the Ministry of Education of Brunei Darussalam sought teachers from British Columbia, specifying the following:

Primary Schools
- Preference for teachers with experience in general subjects, then English, Mathematics, and Science.

Secondary Schools
- Preference for teachers with experience in preparing students for "ordinary and advanced level examinations," and with experience in any of the subject areas taught in the British Columbia curriculum.

Qualifications for Teaching in Primary and Secondary Schools:
- a Bachelors Degree, post-graduate diploma, or Certificate in Education.
- a minimum five years teaching experience.

Salaries were offered commensurate to those paid in B.C. (factoring in an annual bonus and the lack of personal income taxes in Brunei). Economy air fare, freight charges, and subsidized rental accommodations were also provided. Return air fare was also paid for spouses and up to four children.

For more information, contact:

Director, National and International Education
Ministry of Education
Parliament Buildings
Victoria, B.C. V8V 2M4

Taiwan

At a Glance

Climate and Topography
The island of Taiwan is located off the southeast coast of mainland China. Three-quarters of the island is covered by rugged foothills and mountains. Over half of the island is forestland, and only one-third of the land is arable. Taiwan enjoys sub-tropical climate, with an average annual temperature of 22° C in the north and 24° C in the south. Summers last from May to September and are usually warm to hot. Winters (between December and February) are short and mild. The rainy season occurs during the months of May and June, although there is high humidity year round.

Population
19.9 million (1988)

Languages
Mandarin, Fukienese, and other Chinese dialects (Hakka, Taiwanese)

Ethnic Groups
Taiwan Chinese (85 per cent), Mainland Chinese (15 per cent)

Religions
Taoists (2.05 million), Buddhists (3.56 million), Protestants (477,650), Catholics (291,590)

Economy
Taiwan's economy has developed rapidly since 1950, due to increased foreign trade. The country is now among the world's top 20 exporting countries. The role of agriculture in the economy has diminished significantly since the 1950s. Machinery, electronics, textiles, metals, plywood, and furniture are now Taiwan's leading exports. GNP per capita is approximately $4140 (U.S.).

Adult Literacy
94 per cent

Life Expectancy at Birth
72.5 years

Average Population Density
552 persons per square kilometre

Health Information
The air pollution in Taiwan can be a problem for asthma sufferers.

Politics
The government of Taiwan has been organized under the Constitution of the Republic of China since 1947. It is run by five government branches and headed by a President (currently Lee Teng-hui) who is elected by the National Assembly. Taiwan suffered a setback in 1979 when the U.S. broke off diplomatic relations, on establishing relations with the Peking government. Despite diplomatic isolation, however, trade and economic links have thrived.

Practical Suggestions

Packing and Shipping
See "General Preparations" in the Moving and Living Abroad section for some basic guidelines.

Banking
The unit of currency is the New Taiwan Dollar (NT$). Currency is issued in NT$ 1000, 500, 100, 50, and 10 notes; and NT$ 10, 5, 1, and 50 coins. All currency is marked with Arabic numbers.

Canadian and U.S. dollars, as well as other foreign currencies, are exchangeable at government-designated banks, hotels, and shops. Be sure to obtain receipts when you convert money; you will need them to convert New Taiwan dollars back to foreign currency upon your departure from the country.

Major credit cards are accepted in most souvenir shops, international hotels, large restaurants, and department stores. Sometimes a surcharge is added to credit card purchases.

Items You Should *Not* Ship With You

- electrical appliances, unless they are convertible to Taiwan's 110 volt/60-cycle electrical current

Health Precautions

Tap water must be boiled before drinking. Although many of the street-side vendors offer inexpensive, traditional meals, it is wise to patronize well-established restaurants.

Clothing

Due to Taiwan's humidity, light clothing is appropriate from April through November. During the winter months (December to March), a sweater, jacket, or topcoat is necessary. During the summer months, businessmen generally wear short-sleeved shirts and ties. Formal situations call for a suit and tie.

Miscellaneous

Most taxi drivers do not speak English; therefore, it is helpful to have your destination written down in Chinese. From 11 p.m. until 5 a.m., taxi drivers may charge an extra 20 per cent of the fare.

Education System

Education at the primary and junior high level is compulsory and free between the ages of six and 15.

Academic Year

August to July

Language of Instruction

Chinese

Primary Education

Begins at age six and lasts six years.

Secondary Education
Consists of junior and senior levels, normal schools for teacher training, and vocational schools.

Post-Secondary Education
Offered at universities, colleges, junior colleges, and graduate schools.

South Korea

At a Glance

Climate and Topography
The Republic of Korea is comprised of over 98 000 square kilometres of extremely rugged and varied terrain. Several river systems are responsible for drainage, the major ones being the Han in the east and the Naktong in the southeast. South Korea enjoys a seasonal climate; winter temperatures rarely drop below -10°C, and the season is characterized by cycles of approximately three cold days followed by four mild days. The little amount of snowfall melts rapidly. Summers are hot, humid, and rainy, usually from mid-June to August. Autumn is the most beautiful season, with warm days lasting until almost December.

Population
42 million

Languages
Korean, English (spoken only by some government officials, those in business, and other educated people)

Ethnic Groups
Korean (99 per cent), Chinese (less than one per cent)

Religions
Although Koreans are considered to have no religion and religious observance is rare, the ethics of Confucius, the precepts of Buddha, and the ideas of Christianity are firmly entrenched in the lives of the people. For example, Confucian rituals are evident at marriage and funeral ceremonies.

Economy
Currently in the middle of a massive industrial revolution, South Korea has emerged as one of Asia's leading manufacturing nations. Major exports include coal, wheat, copper,

telecommunications equipment, potash, and sulphur. GNP per capita is approximately $2915 (U.S.).

Adult Literacy
90 per cent

Life Expectancy at Birth
69 years

Health Information
The major health risks in South Korea are typhoid, paratyphoid, food poisoning, hepatitis A and B, parasites, and Japanese encephalitis. Tuberculosis is still common among Koreans.

Politics
South Korea is a constitutional republic headed by a President and a ruling party, elected by a national assembly. After decades of unrest marked by neo-colonial threats, the Korean War, government coups, and the assassination of President Park in 1979, the country is enjoying a relatively stable period, headed by President Roh Tae Woo. Since the successful staging of the summer Olympics in September, 1988, social and political developments suggest a trend toward greater liberalization and democratization.

Practical Suggestions

Packing and Shipping
See "General Preparations" in the Moving and Living Abroad section for some basic guidelines.

Banking
The local currency is the Korean won; 10, 50, 100, and 500 won coins are available, as well as 1000, 5000, and 10 000 won notes. The Korean government controls trading in foreign currencies; thus, only a limited number of establishments (catering primarily to foreigners) are permitted to accept payment in dollars.

Canadian funds are not easily recognized; however, traveller's cheques can be cashed at the airport, major banks, and hotels for

an equivalent amount of Korean won. Major credit cards are increasingly accepted at stores and hotels that cater to foreigners.

Upon leaving South Korea, all Korean won must be changed back into American dollars. This can be done at the airport if you have retained the currency receipt slip obtained when originally buying Korean money.

Domestic Help

Domestics are common in South Korea; they are useful not only for helping with general housework, but also to answer the steady stream of vendors, workers, and bill collectors who go door to door. Maids, cooks, and houseboys are available, and most houses and apartments are equipped with servant's rooms.

Most live-in maids have some knowledge of English, and can be responsible for housework, child care, and some cooking. Day maids who work three to four hours per day and are shared by various households are also available.

Salaries for domestics are increasing; at least two bonuses, and sometimes four, making up one month's salary each, are paid to employees at pre-arranged intervals. Meals are customarily provided to domestics.

An annual chest x-ray is recommended for all employees, since tuberculosis is still common among Koreans. It is also important to make sure that your employees have good hygiene habits in order to prevent dysentery.

Items You May Wish to Ship With You

- cleaning supplies (mops, sponges, polishes, spot removers, etc.)
- baking supplies (cookie cutters, baking sheets, rolling pin, recipe books)
- recreational items (playing cards, golf clubs, squash equipment, board games)
- sewing supplies (thread, zippers, patterns)
- gardening supplies (hose)
- pet supplies (flea collars, kitty litter)
- medicine (prescriptions, preferred pain and cold remedies)
- cosmetics
- swimwear

- hair products (dryer, rollers, colouring supplies)
- sundry items (hot water bottles, disposable diapers, bath salts for softening water, dental floss, preferred brands of toothpaste, tampons, shampoos, etc.).

Health Precautions

Tap water is unsafe and must be boiled for at least 15 to 20 minutes before drinking. In rural areas where potable water is not available, drink only bottled beverages.

Produce markets offer a variety of fresh foods, which must be washed thoroughly in detergent before they are safe to eat. Raw fruits and vegetables should be peeled before consumption. Seasonal fruits and vegetables such as strawberries must also be cleaned carefully and thoroughly.

Make sure that meats and seafood are well cooked. Avoid fresh water fish, as they are known to carry lung and liver flukes. In addition, pay close attention to sanitary conditions in markets and stores, particularly when buying meat, since refrigeration is not used. Choose well-known restaurants where there is no question about sanitation facilities.

Miscellaneous

Public city buses are crowded and can be very confusing, since destinations are written in Korean and drivers do not speak English. Taxis are numerous and inexpensive, although few drivers speak English; having your destination written down in Korean will help.

Regular mail service to and from South Korea is reliable. Air mail letters from Canada usually take seven to ten days to arrive. Surface mail takes between six weeks and three months. Telephone service is also reasonably efficient.

Education System

In South Korea, primary education is free and compulsory for children between the ages of six and twelve.

Academic Year
March to December

Language of Instruction
Korean

Primary Education
Begins at age six and lasts six years.

Secondary Education
Divided into lower and upper levels. Begins at age 12 and lasts up to six years.

Post-Secondary Education
In 1986, there were 100 university-level institutions (including junior technical and vocational colleges) and 203 graduate schools in South Korea.